

**MINUTES
CITY OF COSMOS
REGULAR MEETING
January 11, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:30 p.m. on Thursday January 11, 2024.

COUNCIL PRESENT: Council Members Mark Minnick, Emily Van Hatten and Angelica Hopp.

Absent: Jody Fruetel

ALSO PRESENT: Public Works Nikki Brazzi, Deputy City Clerk Brigitte Douglas and City Administrator John Douville

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

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

1) December 14, 2023, 2023 City Council Minutes.

Bolton & Menk, Josh Halvorson – was present to discuss areas of need with the waste water system. They are working with MN Pollution Control Agency in regards to our ponds, gate valves and Inflow & Infiltration (I & I).

Cosmos Senior Citizens – Senior Meals Program – Linda Hopp introduced Andrea Dallmann from the Grove City Area C.A.R.E. program. They would be able to provide daily lunch meals for the community and would like to host those meals at the city center. They also provide other elderly care programs that they could provide.

A motion by Minnick, seconded by Hopp, to authorize use of the Cosmos City Center for senior meals Monday through Friday when it is not in use for other functions. Motion carried.

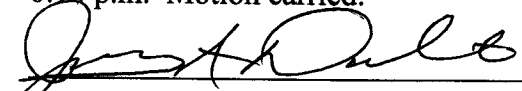
January 11, 2024 Bills List - A motion by Minnick, seconded by Van Hatten, to approve the January 11, 2024 bills list with check numbers from 16593-16642 for \$79,982.18. Motion carried.

MPFA Water System Fund – City Administrator Douville reported that MN Public Facilities Authority (MPFA) will require the city to put away \$0.50 per 1,000 gallons of water in an infrastructure replacement fund when they proceed with Phase II construction and financing.

Fire/Ambulance Township Rates – Administrator Douville briefly discussed Fire and Ambulance rates for the township coverage. He was looking at an average of a 25% adjustment for the two services.

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Thursday, February 8, 2024. 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 Minnick, seconded by Hopp, to adjourn the City Council meeting at 6:10 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
February 8, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:35 p.m. on Thursday February 8, 2024.

COUNCIL PRESENT: Council Members Mark Minnick, Emily Van Hatten and Jody Fruetel.

Absent: Angelica Hopp

ALSO PRESENT: Public Works Nikki Brazzi, Deputy City Clerk Brigitte Douglas and City Administrator John Douville

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

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

1) January 11, 2024, 2023 City Council Minutes.

Bolton & Menk, Josh Halvorson – was present to update the progress of evaluating the waste water system. They are working with MN Pollution Control Agency in regards to our ponds, gate valves and Inflow & Infiltration (I & I). MNPCA has noted five corrective actions and the city is currently working on two of them.

February 8, 2024 Bills List - A motion by Minnick, seconded by Van Hatten, to approve the February 8, 2024 bills list with check numbers from 16644- 16679for \$26,291.07. Motion carried.

Fire/Ambulance Annual Meeting – Administrator Douville reviewed the proposed rates for the annual fire/township meeting set for 7:00 p.m. Tuesday February 20, 2024.

Cannabis Business Licensing – The City Council discuss the Cannabis/Opioid legislation that allows business operations in the sale of cannabis and various related products. The city would have to develop business licensing and zoning locations for any potential business. The City will review options and best practices through 2024 for implementation in 2025.

Cannabis Business Operations/Licensing - a motion by Van Hatten, seconded by Fruetel, to approve a moratorium on Cannabis Retail licensing in 2024 while the city develops proper zoning and licensing requirements. Motion carried.

Health and Safety Ordinance – City Administrator Douville is reviewing potential changes in the Health and Safety sections of the city ordinance, in particular areas of junk and weeds. The city will try to update and implement the changes in the spring of 2024.

Fire Chief Fruetel recommended the approval of two new firefighters, Nikki Brazzi and Cordel Lockwood. **A motion by Minnick**, seconded by Van Hatten, to approve fire members Nikki Brazzi and Cordel Lockwood. Motion carried.

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Thursday, March 14, 2024. 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 Minnick, to adjourn the City Council meeting at 6:25 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
March 12, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:00 p.m. on Tuesday March 12, 2024.

COUNCIL PRESENT: Council Members Mark Minnick, Emily Van Hatten, Angelica Hopp and Jody Fruetel via cell phone.

ALSO PRESENT: Public Works Nikki Brazzi, Deputy City Clerk Brigitte Douglas and City Administrator John Douville

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

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

- 1) **February 8, 2024 City Council Minutes.**
- 2) **Res 24_01 Authorizing Highway 212 Regional Safety Group**

VISITORS PRESENTATIONS, PETITIONS AND CORRESPONDANCE

Senior Meals - Mayor McCarthy opened the discussion with updating the audience that the Senior Meals program was moving back to the City Center. Grants had been written stating the City Center as the location. The senior meals program will have the same access to the center as they have always had.

Bolton & Menk, Josh Halvorson – was present to update the progress of Phase II of the Street and Utility Reconstruction project. Surveying continues in the city with hopes of designing and bidding the project this fall, with the majority of the work done in 2025 and final lift completion in 2026.

He has been working with Dave Woelful and Nikki Brazzi regarding the rodent control at the wastewater ponds. They feel they have a plan in place to remove the problem.

March 12, 2024 Bills List - A motion by Hopp, seconded by Van Hatten, to approve the March 12, 2024 bills list with check numbers from 16682-16728 for \$65,164.73. Motion carried.

Ambulance/Fire Township Rates – A motion by Van Hatten Hopp, seconded by Hopp, to approve the 2024 Ambulance/Fire Township rates of \$170 per section for ambulance and \$230 per section for Fire coverage. Motion carried.

Health and Safety Ordinance – A motion by Van Hatten Hopp, seconded by Minnick, to the scheduling and publishing a public hearing to update the Health and Safety Ordinance for the City of Cosmos. The public hearing will be held at 5:45, Thursday, April 11, 2024 at the City Center. Motion carried.

Deputy City Clerk - a motion by Minnick, seconded by Van Hatten, to approve a \$1/hr. increase for Deputy City Clerk Brigitte Douglas after passing her 6-month evaluation. Motion carried.

350 Gas Ford Pickup w/V Plow – a motion by Minnick, seconded by Hopp, to purchase on state bid a 350 gas Ford pickup with V-Plow for a total cost with trade in of \$47,280. Motion carried.

It was noted that the city has received \$44,500 in MN Cities street aid in 2023 and 2024 with those funds eligible to go towards the pickup purchase.

United Way – Cosmos Childcare Center – City of Cosmos – a motion by Van Hatten, seconded by Minnick, to deny the request of the Memorandum of Understanding regarding the financing of the child/senior care center. Motion carried.

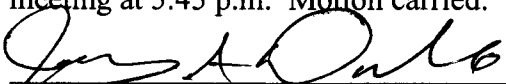
Spring Clean-Up – Spring Clean-up is scheduled for Saturday, May 11th, 2024, from 8 to 11 a.m. With drop off items brought to the public works at that time. No early dumping is allowed. Large items will need tags as they have in the past. Tags may be obtained at the city haul during normal business hours.

Ambulance Billing Services – Administrator Douville reported that Expert T Billing was still behind in processing ambulance service payments. They have also been difficult to get a hold of and will be looking at possible other billing services to do the work for the Cosmos Ambulance.

Fire Chief Fruetel stated there would be Sky-Warn training at the city center on April 4th with the public invited to attend. The annual Firemen’s dance will be at the Dive on April 12th.

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Thursday, April 11, 2024. 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 Minnick, seconded by Van Hatten, to adjourn the City Council meeting at 5:45 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
April 11, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:30 p.m. on Thursday, April 11, 2024.

COUNCIL PRESENT: Council Members Mark Minnick, Emily Van Hatten, Angelica Hopp and Jody Fruetel viz cell phone.

ALSO PRESENT: Public Works Nikki Brazzi, Deputy City Clerk Brigitte Douglas and City Administrator John Douville

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

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

- 1) **April 11, 2024 City Council Minutes.**
- 2) **Past Due Utility Bills**

VISITORS PRESENTATIONS, PETITIONS AND CORRESPONDANCE

Public Hearing 5:45 p.m. Public Safety Ordinance – A motion by Fruetel, seconded by Van Hatten, to recess the regular city council meeting and Open the Public Hearing to discuss the proposed Health and Safety Ordinance update. Motion carried.

City Administrator Douville reviewed the minor changes of the Health and Safety Ordinance, allowing the City Council to designate health and safety personnel for code enforcement.

There were no written or verbal comments presented from the public.

A motion by Van Hatten, seconded by Fruetel, to close the Public Hearing and reconvene the regular city council meeting.. Motion carried.

A motion by Van Hatten, seconded by Hopp, to approve the changes to the Health and Safety Ordinance for the City of Cosmos. Motion carried.

April 11, 2024 Bills List - A motion by Van Hatten, seconded by Hopp, to approve the April 11, 2024 bills list with check numbers from 16730-16780 for \$31,013.28. Motion carried.

City Plow Truck – the plow on the city truck has broken. It will cost \$12,190 to replace and will take approximately 16 weeks to arrive. Mayor McCarthy was going to have several machinist take a look at the equipment to see if they can be fabricated and repaired. No action was taken.

Seasonal Help – a motion by Hopp, seconded by Minnick, to increase last year’s seasonal help wages by \$1.00 per hour for the park concessions and parks maintenance. Motion carried.


Spring Clean-Up – Spring Clean-up is scheduled for Saturday, May 11th 2024 from 8 to 11 a.m. With drop off items brought to the public works at that time. No early dumping is allowed. **Payment for large items will be at the site, no tags will be presold this year.**

Ambulance Staffing – Ambulance Director Van Hatten noted that Cordell Ludwig will be joining the ambulance corps and already has his emergency responder certification.

Orvalle Dalk Family - the family has stated they would like to purchase/install a memorial table at the ballpark. A motion by Van Hatten, seconded by Minnick, to approve the donation.

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Thursday, May 9, 2024. 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 Hopp, to adjourn the City Council meeting at 7:00 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
May 09, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:30 p.m. on Thursday, May 9, 2024.

COUNCIL PRESENT: Council Members Mark Minnick, Emily Van Hatten, Angelica Hopp and Jody Fruetel viz cell phone.

ALSO PRESENT: Public Works Nikki Brazzi and City Administrator John Douville

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

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

- 1) April 11, 2024 City Council Minutes.
- 2) Waive League of MN Insurance Additional Liability
- 3) City Attorney – Steve Besser of Thomson, Sperry, Jensen & Keithahn

VISITORS PRESENTATIONS, PETITIONS AND CORRESPONDANCE

Public Hearing 5:45 p.m. Health, Safety and Public Nuisance Properties – A motion by Minnick, seconded by Van Hatten, to recess the regular city council meeting and Open the Public Hearing to discuss the proposed Health and Safety Ordinance update. Motion carried.

Four properties were under review located at 220 Mercury St. S., 231 Venus St. S., 311 Astro Blvd E. and 521 Jupiter St. S.

Jim Deleeuw, 231 Venus St. S. and Julie Schafer, 311 Astro Blvd. E. were present to discuss their properties.

Administrator Douville stated this was a courtesy hearing, allowing residents to be made aware the City was working towards having properties cleaned up and in compliance with city ordinances.

A motion by Van Hatten, seconded by Minnick, to close the Public Hearing and reconvene the regular city council meeting at 6:05 p.m. Motion carried.

May 9, 2024 Bills List - A motion by Van Hatten, seconded by Hopp, to approve the May 9, 2024 bills list with check numbers from 16781-16825 for \$44,197.73. Motion carried.

City Plow Truck – Mayor McCarthy has contacted a repair shop that is confident they can repair the plow on the plow truck. The city will make preparations for that repair.

Public Works Supervisor – a motion by Van Hatten, seconded by Minnick, to increase the public works supervisor’s pay \$1.50 to \$24.50. Motion carried.

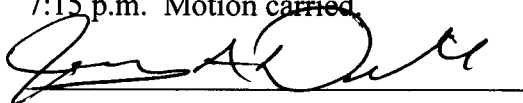
Spring Clean-Up – Spring Clean up is scheduled for Saturday, May 11th 2024 from 8 to 11 a.m. With drop off items brought to the public works at that time. No early dumping is allowed. **Payment for large items will be at the site, no tags will be presold this year.**

Special City Council Meeting – a motion by Minnick, seconded by Hopp, to authorize a special City Council meeting at 5:30 p.m. Tuesday May 21, 2022 to issue \$4,300,000 in GO Utility Revenue Bonds. Motion carried.

June City Council Meeting - A motion by Van Hatten, seconded by Minnick, move the June City Council meeting to 5:30 p.m. June 11, 2024.

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Tuesday, June 11, 2024. 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 Hopp, seconded by Minnick, to adjourn the City Council meeting at 7:15 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
SPECIAL CITY COUNCIL MEETING
May 21, 2024**

A special meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:30 p.m. on Tuesday, May 21, 2024.

COUNCIL PRESENT: Council Members Mark Minnick, Emily Van Hatten, Angelica Hopp and Jody Fruetel.

ALSO PRESENT: City Administrator John Douville

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

RESOLUTION 24_02 ACCEPTING THE OFFER OF THE UNITED STATES OF AMERICA TO PURCHASE A \$3,920,000 TAXABLE GENERAL OBLIGATION UTILITY REVENUE BOND OF 2024A, PLEDGING FOR THE SECURITY THEREOF NET REVENUES AND PROVIDING FOR ITS ISSUANCE – A motion by Van Hatten, seconded by Fruetel, to adopt Resolution 24_02 2024A GO Revenue Bonds. Motion carried.

Motion to Adjourn - A motion by Van Hatten, seconded by Fruetel, to adjourn the City Council meeting at 5:37 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
June 11, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:30 p.m. on Tuesday, June 11, 2024.

COUNCIL PRESENT: Council Members Mark Minnick, Emily Van Hatten, Angelica Hopp and Jody Fruetel.

ALSO PRESENT: Public Works Nikki Brazzi, Deputy Clerk Brigitte Douglas and City Administrator John Douville

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

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

- 1) May 9, 2024 City Council Minutes.**
- 2) May 21, 2024 Special City Council Minutes**
- 3) Cosmos Lions Beer License – June 15, 2024 – December 31, 2024**

VISITORS PRESENTATIONS, PETITIONS AND CORRESPONDANCE

City Engineer – City Engineer Josh Halvorson was present to discuss Phase II of the Street and Utility Project, the South ½ of Cosmos from Highway 7. They are using the remaining grant money for survey work and to start developing specifications for the project.

The wastewater pond elevation was being recorded for MPCA records. New utility maps will be provided to city staff.

Street Seal Coating/Crack Filling – Two quotes were received for seal coating/crack sealing on streets that are not part of Phase I or Phase II. Pearson Bros. at \$53,822.50 and Allied Blacktop for \$56,353.

A motion by Van Hatten, seconded by Hopp, to approve Pearson Bros. quote of \$53,822.50 for the 2024 Seal Coat project. Motion carried.

June 11, 2024 Bills List - A motion by Fruetel, seconded by Minnick, to approve the June 11, 2024 bills list with check numbers from 16826-16889 for \$73,583.19. Motion carried.

Public Works Supervisor – Nikki Brazzi discussed tree removal in the parks and other city property.

Ambulance Captain – Emily Van Hatten discussed repairs on the ambulance

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Thursday, July 11, 2024. 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 Hopp, seconded by Van Hatten, to adjourn the City Council meeting at 6:15 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
July 11, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:30 p.m. on Thursday, July 11, 2024.

COUNCIL PRESENT: Council Members Mark Minnick, Emily Van Hatten, Angelica Hopp and Jody Fruetel.

ALSO PRESENT: Public Works Nikki Brazzi and Deputy Clerk Brigitte Douglas

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

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

1) June 11, 2024 City Council Minutes.

August City Council Meeting Date Change – A motion by Van Hatten, seconded by Fruetel to change date to 5:30 p.m. Tuesday August 13th, 2024. Motion carried.

Street Seal Coating/Crack Filling – The project is scheduled for July 24th and July 25th.

July 11, 2024 Bills List - A motion by Van Hatten, seconded by Minnick, to approve the June 11, 2024 bills list with check numbers from 16890-16931 for \$79,530.54. Motion carried.

Public Works Supervisor – Nikki Brazzi discussed weed and grass removal from city streets and sidewalks.

Fire Chief – John Fruetel discussed repairs needed for Fire Truck as well as routine service for all vehicles.

Ambulance Captain – Emily Van Hatten discussed new staffing opportunity for the Emergency Department. More to come.

Sheriff's Office – Patrol Sergeant Ryan Schutz informed the Council that a Deputy is assigned for Space Fest and additional personnel is available if necessary.

Other Business - Street Sweeping and Mosquito spraying is scheduled mid-week before Space Fest, with better pre-planning for next year. The brush pile at the brush site will be either condensed or burned in the following weeks.

An explanation for Taft legal services and a list of overdue utility bills will be available for next council meeting in August.

Residents Don Martin and Duane Martin raised concerns about unsightly streets and properties and the Park Shelter being locked. The streets are already being addressed as is possible, the property clean up will be followed up and the Park Shelter will be left unlocked and open throughout the remainder of the summer.

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Tuesday, August 13, 2024. 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 Hopp, seconded by Van Hatten, to adjourn the City Council meeting at 6:00 p.m. Motion carried.

A handwritten signature in cursive script that reads "Brigitte Douglas". The signature is written in black ink and is positioned above a horizontal line.

Brigitte Douglas, Deputy City Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
August 13, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:30 pm on Tuesday, August 13, 2024.

COUNCIL PRESENT: Council Members Mark Minnick, Emily Van Hatten, Angelica Hopp and Jody Fruetel.

ALSO PRESENT: City Administrator John Douville, Public Works Nikki Brazzi and Deputy Clerk Brigitte Douglas

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

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

- 1) June 11, 2024 City Council Minutes.
- 2) Past Due Utility Bills

August 13, 2024 Bills List - A motion by Fruetel, seconded by Van Hatten, to approve the August 13, 2024 bills list, check #116933 - #117012. Motion carried.

Next City Council Meeting – A Special Hearing to Rezone POD# 21-0007000 from Agricultural to M1 (Manufacturing) is scheduled with the next City Council Meeting for 5:30 pm Thursday, September 12, 2024. The agenda and special hearing information 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. A motion by Minnick, seconded by Fruetel, to adopt special hearing. Motion carried.

Fire Relief PERA Fund – A motion to raise the Annual Retirement Benefit to \$1900.00 by Hopp, seconded by Minnick. Motion carried.

Preliminary 2025 General Fund Budget – Discussion only. The Budget will have to be approved at the September Council Meeting and certified by the end of September.

City General Election Ballot – closed at 5:00 pm, Tuesday August 13, 2024.

Fire Chief – John Fruetel discussed electrical repairs needed at the Fire Station. An electrician is scheduled to said repairs.

Ambulance Captain – Emily Van Hatten discussed repairs (Display Panel) and regular maintenance needed for the Ambulance. Service is expected to be done within the next 2-3 weeks.

Mosquito Spraying – A motion by Hopp to have mosquito spraying extended to mid-September, seconded by Van Hatten. Motion carried.

Other Business – Get the 2nd city pick-up truck ready for sale and make a list of other items not needed, that can be sold.

Council Member Emily Van Hatten thanked Maintenance personnel Nikki Brazzi and Duane Martin, as well as the Sheriff's Department, for their help during this year's Space Festival.

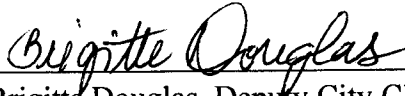
Maintenance Supervisor Nikki Brazzi has been asked to remove 2 trees by the City Park for MnDOT to change out street signs at this intersection. He will put up signs for the city's brush/compost site and build a brick enclosure for the compost as time permits.

Council Member Mark Minnick wanted to clarify who is responsible for weed control for the sidewalks on Gemini Ave. It would be the homeowner's responsibility. He also asked about a seal coating schedule. There is a 5 year schedule for seal coating, the map will have to be updated.

Resident Don Martin questioned why county and new roads were seal-coated, which are county roads and which are city roads and how much the county or city is responsible for. It will take some research to answer these questions.

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Thursday, September 12, 2024. 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 Hopp, seconded by Van Hatten, to adjourn the City Council meeting at 6:14 pm. Motion carried.



Brigitte Douglas, Deputy City Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
SEPTEMBER 12, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:32 pm on Thursday, September 12, 2024.

COUNCIL PRESENT: Council Members Mark Minnick, Emily Van Hatten, Angelica Hopp and Jody Fruetel.

ALSO PRESENT: City Administrator John Douville, Public Works Supervisor Nikki Brazzi and Deputy Clerk Brigitte Douglas

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

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

- 1) August 13, 2024 City Council Minutes.
- 2) Past Due Utility Bills

September 12, 2024 Bills List - A motion by Van Hatten, seconded by Fruetel, to approve the August 13, 2024 bills list, with check numbers 117013-117058, in the amount of \$205,266.15. Motion carried.

Res 24_03, 2021B GO Temporary Construction Bonds – A motion to approve Resolution 24_03, pay off the 2021B GO Temporary Construction Bonds by Hopp, seconded by Minnick. Motion carried.

Res 24_04, Rezone PID #21-0007000 – A motion to approve Resolution 24_04, rezone PID #21-0007000 from Agricultural to M1 Manufacturing, with conditional use for chemical and grain storage, by Fruetel, seconded by Hopp. Motion carried.

Planning Commission Pay – A motion to pay the Planning Commission \$150.00 per meeting, by Van Hatten, seconded by Minnick. Motion carried.

Res 24_05, Preliminary 2025 General Budget & Property Tax Levy – A motion to approve Resolution 24_05, Preliminary 2025 General Budget & Property Tax Levy by Van Hatten, seconded by Minnick. Motion carried.

Truth In Taxation Hearing Date – A motion to hold the meeting on Thursday, December 12, 2024 at 6:00 pm by Minnick, seconded by Van Hatten. Motion carried.

Appoint Brigitte Douglas City Clerk/Treasurer – A motion to appoint Brigitte Douglas City Clerk/Treasurer by Fruetel, seconded by Minnick. Motion carried.

Res 24_06, Credit Card Policy – A motion to approve Resolution 24_06, City Credit Card Policy by Van Hatten, seconded by Minnick. Motion carried.

Assessment Hearing – Delinquent Utility Bills – A motion for an assessment hearing for delinquent utility bills for October 10, 2024 at 5:45 pm by Fruetel, seconded by Hopp. Motion carried.

Department Heads – Emily Van Hatten discussed fire personnel getting cross-trained to be CPR certified, complete a driving course and register with the state.

Other Business –

Jeremy Anderson inquired about an improvement plan budget for the water ponds. City Administrator John Douville explained that improvements to the water ponds and lift station were being addressed during the Phase 2 construction.

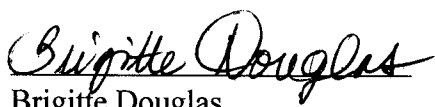
A brush site discussion about fencing, gate and compost enclosure was tabled until the next council meeting. Signage since available can be put up.

Nikki Brazzi is getting a list of items to be sold as well as the old city truck together for the next meeting.

Council Member Mark Minnick inquired about the county reimbursing us for seal coating done in July. The county has agreed to reimburse us.

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Thursday, October 10, 2024. 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 Hopp, seconded by Van Hatten, to adjourn the City Council meeting at 6:30 pm. Motion carried.


Brigitte Douglas
Deputy City Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
OCTOBER 10, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:30 pm on Thursday, October 10, 2024.

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

COUNCIL ABSENT: Council Member Mark Minnick

ALSO PRESENT: City Administrator John Douville, Public Works Supervisor Nikki Brazzi and City Clerk Brigitte Douglas

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

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

- 1) September 12, 2024 City Council Minutes.

October 10, 2024 Bills List - A motion by Van Hatten, seconded by Hopp, to approve the October 10, 2024 bills list, with check numbers 117059-117097, in the amount of \$69,405.21. Motion carried.

Recess Council Meeting and open Public Hearing – A motion was made by Hopp and seconded by Van Hatten to recess the council meeting at 5:55pm and open the Public Past Due Utility Assessment Hearing. Motion carried.

Close Public Hearing and resume Council Meeting – A motion was made by Fruetel and seconded by Van Hatten to close the Public Hearing and resume the Council Meeting at 5:56 pm. Motion carried.

Res 24_07, 2024 Pay 2025 Utility and Maintenance Assessments – A motion to approve Resolution 24_07, 2024 Pay 2025 Utility and Maintenance Assessments was made by Fruetel, seconded by Van Hatten. Motion carried.

Set Hearing – Update Adult Orientated Business Ordinance, Chapter 113 – Cannabis – A motion by Van Hatten and seconded by Hopp, to set a hearing to update the Adult Business Ordinance, Chapter 113, to include Cannabis for November 14, 2024 at 5:45 pm. Motion carried,

Department Heads – Emily Van Hatten stated that the Staffing Variance got approved and will be part of licensing. Six Fire Department Personnel will be CPR trained and able to assist with Ambulance calls.

Other Business –

Pat Straumann inquired about handicapped parking spaces around the bank. She suggested having one each on the north and south side of the bank building, as well as in front of the bank and city hall on Highway 4. A motion was made by Van Hatten and seconded by Fruetel to approve additional handicap parking on the north and south side of the bank building. Plans for handicap parking in front of the buildings, on Highway 4, are currently not considered. Motion carried. The city will get with the engineer to help with this request.

The Brush site discussion is tabled for another month, to gather more pricing information on fence installation and compost enclosure.

Nikki Brazzi has a list of items to be sold. It includes the old city pick-up truck, an old generator and an outboard motor. Information on when and where to bid on these items should be available soon.

Robyn Scott inquired about having the sidewalk from the Fire Station to Main Street plowed during the winter, to make it easier and safer to walk. Going forward, Maintenance Supervisor Nikki Brazzi will keep the sidewalk from the Fire Station to Main Street cleared during the winter.

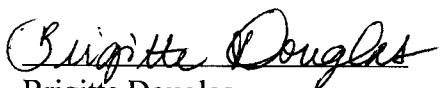
Council Member Angelica Hopp inquired about fall street cleaning. It is planned once most of the leaves are down. She also suggested having reminders on the digital sign and in the Gazette about winter parking on city streets.

Council Member Emily Van Hatten inquired about following up on the junk properties. Most of the properties in question have been noticeably cleaned up at this time and all of them will be followed up on this coming spring.

Mayor Tom McCarthy said the repair to the snow plow is completed and we should have the plow back soon. He also advised that this repair is a temporary solution and plans should be made to replace the plow truck in the near future.

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Thursday, November 14, 2024. 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 Hopp, seconded by Fruetel, to adjourn the City Council meeting at 6:29 pm. Motion carried.



Brigitte Douglas
City Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING
NOVEMBER 14, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:30 pm on Thursday, November 14, 2024.

COUNCIL PRESENT: Council Members Emily Van Hatten, Mark Minnick and Jody Fruetel.

COUNCIL ABSENT: Council Member Angelica Hopp

ALSO PRESENT: City Administrator John Douville, Public Works Supervisor Nikki Brazzi and City Clerk Brigitte Douglas

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

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

1) October 10, 2024 City Council Minutes.

November 14, 2024 Bills List - A motion by Van Hatten, seconded by Fruetel, to approve the November 14, 2024 bills list, with check numbers 117098-117171, in the amount of \$94,194.95. Motion carried.

Recess Council Meeting and open Public Hearing – A motion was made by Van Hatten and seconded by Fruetel to recess the council meeting at 5:45pm and open the Public Hearing Ordinance 2024_1, Cannabis Sales and Distribution Hearing. Motion carried.

A zoning ordinance prior to licenses being issued would be beneficial for the city, with Agriculture 1, Manufacturing and Business District as potential sites. The Cannabis licensing can be deferred to the county, with the county issuing licenses, doing background checks and anything else required.

Close Public Hearing and reconvene Council Meeting – A motion was made by Van Hatten and seconded by Minnick to close the Public Hearing and resume the Council Meeting at 6:15 pm. Motion carried.

Resolution 24_09 2024, Ordinance Cannabis Sales and Distribution – A motion to table Resolution 24_09 2024, Ordinance Cannabis Sales and Distribution by Van Hatten and seconded by Minnick. Motion carried

USDA Rural Development – Letter of Conditions – Mary Zahnow was present to explain the USDA Rural Development Letter of Conditions.

Res 24_010, 2024 Resolution 24_10 Accepting Letter of Conditions – A motion to approve Resolution 24_10, accepting Letter of Conditions was made by Fruetel, seconded by Minnick. Motion carried.

Meeker County Sheriff's Contract 2025-2026 – A motion was made to approve the Meeker County Sheriff's Contract 2025-2026 by Minnick and seconded by Van Hatten. Motion carried.

Canvas 2024 City Election Results – A motion to accept the Canvas 2024 City Election Results was made by Van Hatten and seconded by Minnick. Motion carried.

Department Heads – Emily Van Hatten inquired about getting the city banners changed back from Space Fest. The project requires 2 staff members, so arrangements will be made.

Other Business –

Engineer Josh Halvorson was present to give an update on the Phase II project. Bidding on the construction work is expected to start in June 2025. Assessment hearings for Phase II are expected to start in January 2026.

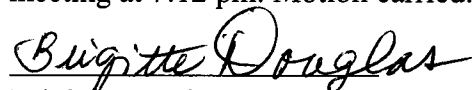
The Brush site discussion is discontinued. Currently there is no need to restrict and monitor access to the brush site.

Water Superintendent Dave Woelfel and Maintenance Supervisor Nikki Brazzi are asking the citizens to give feedback on the water clarity at their residence. Calls can be made to City Hall 320-877-7345 or Maintenance 320-221-4943. Hydrants have been flushed and chemicals adjusted to help with the issue.

Letters, by the Minnesota Department of Health, have been sent to all residents with unknown water service lines. We ask each recipient of such letters to contact city hall with your name, address and phone number. A city staff member will then contact you for an appointment to check your water service lines.

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Thursday, December 12, 2024. 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 the City Council meeting at 7:12 pm. Motion carried.



Brigitte Douglas
City Clerk/Treasurer

**MINUTES
CITY OF COSMOS
TRUTH IN TAXATION HEARING
December 12, 2024**

The special city council meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 6:00 p.m. on Thursday December 12, 2024.

COUNCIL PRESENT: Council Members Mark Minnick, Angelica Hopp and Jody Fruetel.

COUNCIL ABSENT: Emily Van Hatten

ALSO PRESENT: City Clerk Brigitte Douglas and City Administrator John Douville

2025 Truth in Taxation Hearing – A motion by Hopp and seconded by Minnick to open the Truth in Taxation Hearing at 6:00pm. Motion carried.

City Administrator Douville reviewed the 2025 General Fund Budget. Budgeted revenues and expenditures increased approximately 1.5% to \$582,899. The 2025 city property tax levy of \$258,513 was decreased by 10% from the 2024 tax levy of \$287,263.

A motion by Fruetel, seconded by Minnick, to recess the Truth in Taxation hearing and reconvene the special city council meeting at 6:15pm. There were no verbal or written comments from the public.

Resolution 24_10 2025 General Fund Budget and Property Tax Levy- A motion by Hopp, seconded by Minnick, to approve Resolution 24_10 2025 General Fund Budget of \$582,899 and a Property Tax Levy of \$258,513. Motion carried.

Next City Council Meeting – The next city council meeting is scheduled for 5:00 p.m. Thursday, December 19, 2024. 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 Hopp, seconded by Minnick, to adjourn the Truth in Taxation Hearing at 6:20 p.m. Motion carried.



Brigitte Douglas
City Clerk/Treasurer

**MINUTES
CITY OF COSMOS
REGULAR MEETING
DECEMBER 19, 2024**

A regular meeting of the Cosmos City Council was called to order by Mayor Thomas McCarthy at 5:00 pm on Thursday, December 19, 2024.

COUNCIL PRESENT: Council Members Emily Van Hatten, Angelica Hopp, Mark Minnick and Jody Fruetel.

ALSO PRESENT: City Administrator John Douville, Public Works Supervisor Nikki Brazzi and City Clerk/Treasurer Brigitte Douglas

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

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

- 1) November 14, 2024 City Council Minutes.
- 2) December 12, 2024 Truth in Taxation Hearing.

City Engineer – Phase II Design Questions

- a. **Res 24_11 Receive Feasibility Report and Call for Improvement Hearing** – A motion by Van Hatten, seconded by Hopp to approve Res 24_11 Receive Feasibility Report and Call for Improvement Hearing. Motion carried.
- b. **Res 24_12 Ordering Improvement and Preparation of Plans** – A motion by Hopp, seconded by Minnick to approve Res 24_12 Ordering Improvement and Preparation of Plans. Motion carried.
 - 1) **Apollo Street** – A motion by Minnick, seconded by Van Hatten to finish the street with Bituminous. Motion carried.
 - 2) **Gravity Sewer Reroute Vega/Draco Ave** – A motion by Van Hatten, seconded by Hopp to go with Alternate Option 2 for Sewer and Force Main. Motion carried.
 - 3) **Extend Draco Ave W with Bituminous** – A motion by Van Hatten, seconded by Minnick, nay by Fruetel to extend Draco Ave W with Bituminous. Motion carried.

December 12, 2024 Bills List - A motion by Fruetel, seconded by Minnick, to approve the December 12, 2024 bills list, with check numbers 17148-17212, in the amount of \$115,613.80. Motion carried.

Accept Bids – City Surplus Equipment – A motion by Fruetel, seconded by Van Hatten to accept the City Surplus Equipment bids. Motion carried.

Res 24_13 2025, Enterprise Budgets – A motion Hopp, seconded by Minnick to approve Res 24_13 2025 Enterprise Budgets. Motion carried.

Res 24_14, Approve 2025 Utility and Service Fees – A motion by Hopp, seconded by Minnick to approve Res 24_14 Approve 2025 Utility and Service Fees. Motion carried.

Res 24_15 Approve 2025 Wages and Benefits – A motion by Van Hatten, seconded by Minnick to approve Res 24_15 2025 Wages and Benefits. Motion carried.

MN Rural Water Loan Application – discussion – A motion by Van Hatten, seconded by Minnick to fund the expense through the city until the USDA Rural Development project Approval (fall of 2025). Motion carried.

City Administrator Douville Resignation – January 30, 2025 – A motion by Hopp, seconded by Minnick to accept City Administrator Douville’s Resignation for January 30, 2025. Motion carried.

Move January 9, 2025 Council Meeting to January 16, 2025 – A motion by Van Hatten, seconded by Hopp to move the Council Meeting to January 16, 2025. Motion carried.

Other Business –

Allow Public Works Supervisor Nikki Brazzi to take the Public Works Truck to his house prior to an expected snow storm – A motion by Minnick, seconded by Hopp to allow this arrangement prior to a snow storm. Motion carried.

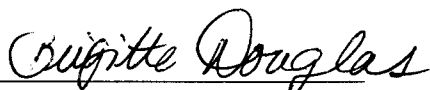
The city Ambulance is still being repaired. The Ambulance part is completed, the engine and such is being serviced in Litchfield. The Loaner Ambulance is working out fine.

Prepare and mail the letters to the Townships for the Annual Meeting in February 2025.

Emily Van Hatten and Mark Minnick thanked the outgoing Mayor and Council Members for their service during their tenure. Angelica Hopp thanked everyone she served with.

Next City Council Meeting – The next city council meeting is scheduled for 5:30 p.m. Thursday, January 16, 2025. 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 Minnick, seconded by Fruetel, to adjourn the City Council meeting at 6:25 pm. Motion carried.



Brigitte Douglas
City Clerk/Treasurer