

**CITY OF EVART
REGULAR COUNCIL MEETING
June 5th, 2023 @ 7:30PM
Community Room at the Depot, 200 S. Main Street**

Mayor Chris Emerick called the meeting to order at 7:30pm, then led the assembly in the Pledge of Allegiance.

Present (via roll call): Sean Duffy, Jim Schwab, Mayor Emerick, Matt Hildebrand, Sandy Szeliga

Present (staff): City Manager Pepper Lockhart, Finance Director/Treasurer Jennie Duncan, Downtown Development Director (DDA) Todd Bruggema, Director of Public Works (DPW) Don Duncan, Chief of Police John Beam, City Clerk Andrea Grupido

Guests: Al Fox, Travis Douglas, Angie Cushman, Jesse Hyden, Lindsay Bigford, Jeff Harvel, Dave Bock, Belinda Bock

Citizens' Comments:

Approval of Agenda:

Motion by Mayor Emerick to approve the amended agenda with the addition of the Bock's EMS Recognition before Unfinished Business and removing item K. Support by Duffy. Motion passed with all in favor.

Approval of Consent Agenda:

- A. Pre-Council Minutes – May 15, 2023
- B. Regular Council Minutes – May 15, 2023
- C. Special Council Minutes – May 17, 2023
- D. Vendor's List \$57,936.82
- E. Budget Amendments

Motion by Hildebrand to approve the consent agenda. Support by Szeliga. Motion passed with all in favor.

Bock EMS Recognition

Dave Bock thanks Lindsay Bigford, Jeff Harvel and Jesse Hyden for their hand in saving his life over Memorial weekend. Dave and Belinda both are eternally grateful for these individual's hard work and fast thinking.

Unfinished Business:

F. Schmude Oil & Gas Lease

Council is presented with the new lease proposal with item #18 being a no drill clause and item #21 asking for 1/6th royalties instead of 1/8th. D. Duncan questions the meaning of "no drill" and wants clarification. Al Fox states that "no drill" means there will be no drilling operations on the property that would disturb the surface of the land. Council thanks Schmude for their patience and understanding in dealing with the issues associated with this property. Motion by Duffy to approve the Schmude Oil & Gas Lease with the addition of the no drill clause and 1/6th royalties. Support by Hildebrand. Motion passed with all in favor.

New Business:**G. Redevelopment Ready – Capital Improvement Plan Proposal**

Lockhart and Bruggema have been working on the Redevelopment Ready Community (RRC) Essentials certified designation. One of the major items left to update is the capital improvement plan. The MEDC was informed that help may be available with funding up to 75% of the project cost of the new capital improvement plan. To receive the funding, a community must meet five thresholds, and we are believed to have met those parameters. To move forward, council will need to pick a consultant and then submit the formal request for funding. Two proposals were submitted, one from Fleis & Vanderbrink in the amount of \$13,400, the other from Williams and Works in the amount of \$37,012. Duffy recommends going with Fleis & Vanderbrink because of the good relationship already established in other projects done by them. Hildebrand moves that the capital improvement plan project move forward with the proposal from Fleis & Vanderbrink. Support by Szeliga. Motion passed with all in favor.

H. Parking Lot Paving – Emailed June 5th – After Bid Opening

2 bids were received for this project. Reith Reilly came in at \$82,380 and Fenstermacher at \$62,600. Motion by Mayor Emerick to accept the bid from Fenstermacher for the parking lot paving project. Support by Schwab. Motion passed with all in favor.

I. Cemetery Fee Schedule

The cemetery commission does not feel it necessary to increase rates at this time. The changes proposed are with the language, to follow along side with the approved policies and procedures. Motion by Hildebrand to approve the cemetery fee schedule as proposed. Support by Duffy. Motion passed with all in favor.

J. Street Signs

There are approximately 207 city street signs that would be replaced. The cost of the street signs would come from both major and local funds. There is enough money in the local street fund in the current budget to purchase all local street signs. However, there is not enough in the major street fund for all the major street signs. The recommendation is to use Dornbos & Safety, the blue sign without a logo. Council would like to explore the option of adding the Wildcat logo to the streets signs surrounding the schools, and the Evart logo to the street signs around the Depot. Without knowing what the actual cost of this option, Hildebrand proposes they approve up to a certain amount to allow D. Duncan the ability to order the signs at his discretion. Motion by Hildebrand to approve the purchase of street signs in the amount of \$8,000 in combination of the current balance of major/local streets, with the remaining balance to come from major/local street fund balance. Support by Mayor Emerick. Motion passed with all in favor.

Department/Informational Reports:

K. Accounts Payable Report (5/16/2023 – 6/5/2023)

L. Summary of Funds – May 2023

City Attorney Report/Comment:**City Clerk Report/Comment:****Finance Director Report/Comment:**

J. Duncan says the cemetery clean up day went well. The high school students were very involved and are excited to come back next year. The supplies were covered by the donation from the VFW. Duffy commends the Cemetery Commission for their hard work and passion.

Department of Public Works Report/Comment:

Completed projects include: Painted the propane tanks at the garage and the airport, finished the salt barn project, helped the VFW install the new sign at Guyton Park in time for their Memorial Day presentation, installed the kayak launch at the park, removed the drinking fountains at the park, identified 7 hazardous trees and removed 4 of them, buried the time

capsule, continuing to do brush and leaf pick-ups, performed 21 miss digs, put in the underground wire for the bridge lights, disposed of over 100 tires at the recycle event, installed a new trash bin purchased by Lume at the trail parking area by 5 Mile and Lauman, continuing to paint picnic tables and benches, started installing the new drinking fountain at the Depot, and painting lines on Main Street. Upcoming projects include: Replacing old signs, repairing skate park equipment, and working on the pavilions.

Police Department Report/Comment:

Planning for the fireworks and National Night Out is underway. Raquel is the new office assistant at the P.D., she comes with an office assistant background and experience in emergency response. Her hours will be 11am-3pm, Monday – Friday. There has been 43 blight offenses served and corrected, 12 are waiting for correction and 12 have yet to be served. Chief wants to remind residents of community clean-up June 25th and 26th. Duffy states that Habitat for Humanity is also doing an event called “Stuff the Truck” on June 24th at Lake Osceola State Bank.

Downtown Development Authority Report/Comment:

The DDA received two grants, one for wayfinding signage and the other for remodeling the pop-up on Main Street. Bruce Johnston was back in town working with Bruggema on performance evaluations for the businesses who are applying for grants. The Farmer's Market signs are up and it opens Saturday. The first concert is scheduled for June 24th.

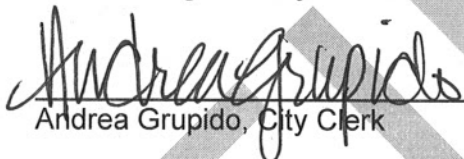
Evart Area Fire Department:

City Manager Report/Comment:

The next planning commission meeting is scheduled for June 21.

Citizens' Comments:

Motion by Mayor Emerick to adjourn. Support by Hildebrand. Motion passed with all in favor. The meeting was adjourned at 8:36pm.


Andrea Grupido, City Clerk