

**ORR CITY COUNCIL
MINUTES OF REGULAR MEETING
January 8, 2024**

The regularly scheduled meeting of the Orr City Council was held Monday, January 8, 2024, at the Orr City Hall.

Mayor Robert Antikainen called the meeting to order at 6:01 p.m. Present at roll call:

Present:	Mayor	Robert Antikainen
	Councilperson	Bruce Black
	Councilperson	Melissa Wright
	Councilperson	Hannah Manick
	Councilperson	John Jirik

Also present: Clerk/Treasurer, Angela Lindgren; Ambulance Director, Donna Hoffer; Alan Johnson, Benchmark Engineering; Alan Nelson, Benchmark Engineering; Gary Albertson, *Cook News Herald*; Dave Colburn, *Timberjay*; members of the public.

Deletions to the Agenda: Task Order No. 4: Orr Municipal Airport – Replace REILs/PAPIs
Description: Replace REILs/PAPIs

Additions to the Agenda: none

Motion by Bruce Black, second by Hannah Manick, to approve Consent Agenda consisting of Minutes of Regular Meeting of December 11, 2023, and expenditures in the amount of \$82,645.28. All in favor. MOTION CARRIED.

Two bids were submitted for consideration of the 2024 legal newspaper. Motion by Bruce Black, second by Hannah Manick, to accept the bid from the *Cook News Herald* for \$1.20 per column inch for legals and \$4.00 per column inch for display ads. The bid from *The Timberjay* for legals was \$1.19/column inch and \$3.25/column inch for display ads. All in favor. MOTION CARRIED.

Motion by Bruce Black, second by Hannah Manick, to approve Sterle and Co., Ltd., as the 2024 auditing firm and to accept the terms of their service contract. All in favor. MOTION CARRIED.

Motion by Bruce Black, second by Hannah Manick, to appoint the Klun Law Firm, as the City's 2024 legal counsel; and Fryberger, Buchanan, Smith & Frederick, P.A., as the 2024 bond counsel. All in favor. MOTION CARRIED.

Motion by Bruce Black, second by Hannah Manick, to appoint Benchmark Engineering as the 2024 engineering firm for the City of Orr; and Bollig Inc., as the 2024 engineering firm for the Orr Regional Airport. All in favor. MOTION CARRIED.

Motion by Bruce Black, second by Melissa Wright, to designate the following financial institutions and authorized signatories for 2024:

Park State Bank: Checking - Robert Antikainen, Hannah Manick, Angela Lindgren
 ATM- Laura Manai, Bruce Black, Angela Lindgren
 EDA- Robert Antikainen, Bruce Black

League of MN Cities 4M Fund: Robert Antikainen, Angela Lindgren
RBC Wealth Mgmt Investments: Robert Antikainen, Angela Lindgren
First Horizon : Letter of Credit- Robert Antikainen, Bruce Black

All in favor. MOTION CARRIED.

Motion made by Hannah Manick, second by John Jirik, to approve 2023 Local Weed Inspector Annual City Report. All in favor. MOTION CARRIED.

Motion made by Hannah Manick, second by Melissa Wright, to appoint Bruce Black as Designated Acting Mayor who shall preside and perform duties in the absence of the Mayor. All in favor. MOTION CARRIED.

Motion by Bruce Black, second by John Jirik, to approve the 2024 committee appointments:

Airport: Robert Antikainen / John Jirik
Ambulance: Bruce Black / Robert Antikainen
Buildings (TIC/City Hall/old City Hall/CC): Robert Antikainen/Hannah Manick
Cemetery: John Jirik / Melissa Wright
Fire Dept.: Hannah Manick/ Melissa Wright
Liquor Store: John Jirik/ Hannah Manick
Parks & Rec/ATV & VTSI: Bruce Black / Melissa Wright
Water & Sewer: Robert Antikainen / Bruce Black

All in favor. MOTION CARRIED.

Motion by Melissa Wright, second by Hannah Manick, to approve the 2024 standard mileage reimbursement rate at the IRS allowable rate of 67 cents per mile. All in favor. MOTION CARRIED.

Motion by Bruce Black, second by Hannah Manick, to approve Resolution 2024-02 Accepting a Donation to the City. Orr Ambulance Department received donations in the amount of \$500 from Brian and Barb Eggert in recognition of Bill and Donna Hoffer and Michael McCann in the amount of \$5025.00 in memory of Diane McCann. An anonymous donation was made to the Orr Fire Department in the amount of \$250. All in favor. MOTION CARRIED.

Motion made by Melissa Wright, second by John Jirik, to approve Task Order No. 3: Orr Airport Runway Crack Seal for Crack Sealing for paved Runway 13/31 with the clarification that the IRRR covers the local share as expected and will be paid 100% paid by FAA, State, and IRRR and there will be \$0 cost to the City.

Motion by John Jirik, second by Hannah Manick, to approve 2024 workers comp insurance coverage from League of Minnesota Cities and renew Blue Cross Blue Shield medical insurance as is for the year and review plans for changes during open enrollment for next year. All in favor. MOTION CARRIED.

Resolution 2024-01 Adoption of Final Budget/FY2024 and Tax Levy for Year 2023 Collectible in Year 2024 was discussed. The levy amount had been preliminary set at 10%. Budget balance at 5% levy was presented due to savings from the elimination of the Deputy Clerk/Treasurer position savings in the amount of \$42,443.73 from the projected 2023 budget. Bruce Black commented that the city was "living on a bubble". Bruce Black made motion, second by John Jirik, to certify the final levy at 8% and adopt the 2024 budget with the following:

Fund transfers to balance the 2023 budget:

101- General Fund to TIC	\$8345.92
228- Lodging Tax to 227 TIC	\$2000.00

Fund transfers to balance the 2024 budget:

101-General Fund to fire protection	\$4123.00
101-General Fund to TIC	\$11,000.00
101-General Fund to Community Center	\$4000.00
228- Lodging Tax to 227 TIC	\$2000.00
609-Liquor Store to 601 Water	\$6500.00
609-Liquor Store to 602 Wastewater	\$8000.00
609-Liquor Store to 612 Airport	\$6500.00

3% COLA raises for the following staff:

Paul Koch, Maintenance Supervisor
Ethan Olson, Airport Manager/Assistant Maintenance
Andrew Francke, Bartender

Raises to the following staff:

Angela Lindgren, Clerk/Treasurer increase from \$28.00 to \$31.25
Laura Manai, Liquor Store Manager from 18.58 to \$20.58
Marie Cloyd, Bartender from \$14.50 to \$15.50

All in favor. MOTION CARRIED.

Alan Nelson with Benchmark Engineering thanked the city for appointing Benchmark as the engineering firm. He advised that he would be willing to help with anything that the council needs or answer questions, including help with grant funds. He advised Councilperson Melissa Wright that he'd be willing to help find grants for turning the tennis courts into pickleball courts.

REPORTS FROM DEPARTMENT HEADS

Liquor Store: Liquor Store Manager Laura Manai was not present.

Ambulance: Ambulance Director Donna Hoffer advised that they had 180 runs last year, 33 mutual aid with Nett Lake and Cook, and 18 transport runs. They have recruited 2 EMTs with one already signed up for training. Patrick Hoffer will be attending the EMS Arrowhead Conference training. She is determining the price for renting out the Ambulance garage for large item storage. Working on CMS spreadsheet that is due in May with Clerk/Treasurer Angela Lindgren. Due for renewal of MN EMSRB board and will forward invoice. Updated compliance with the state for records with NEMSIS. Eliminated vendor Century Link as it was not being used. She continues to look for grants. Will be applying to the hospital for reimbursement.

Sponsoring a First Responder course with 14 signed up and possibly 3 more from Kabetogama. She advised that it hurt the department by the need for an additional responder with the driver on calls.

Fire Dept: Fire Chief Jeremy Wright not present.

Water and Sewer: Maintenance Supervisor Paul Koch was not present.

Airport: Assistant Maintenance/Airport Supervisor Ethan Olson was not present.

Community Center: Clerk/Treasurer Angela Lindgren advised that Ben Kubes of the MN Department of Health inspected the center and found it to be in compliance. Thanks to Paul and Ethan Olson for completing the previously sent checklist.


Comments from Public: None

Comments from Mayor/Council: Melissa Wright thanked Clerk/Treasurer for all her hard work in obtaining the numbers for the budget.

There being no further business before the Council, motion by Bruce Black, second by Melissa Wright to adjourn. All in favor. MOTION CARRIED.

Meeting adjourned at 6:48 p.m.

Respectfully submitted,



Mayor Robert Antikainen

Attest:



Angela Lindgren, Clerk/Treasurer