

**MELROSE CITY COUNCIL  
REGULAR MEETING  
THURSDAY, AUGUST 18, 2022 – 6:00 P.M.**

**AGENDA**

1. Call to Order/Roll Call/Pledge of Allegiance
2. Approval of Agenda
3. Open Forum
4. Consent Agenda
  - a. Approval of Minutes
  - b. Approval of Bills/Purchase Orders
  - c. Approval of Investments
  - d. Ambulance Department Bad Debt
  - e. Fire Department Bad Debt
  - f. Gambling Resolutions:
    - 1) Resolution No. 2022-48, Melrose Area Chamber of Commerce
  - g. Donation Resolution
    - 1) Resolution No. 2022-49 – from the American Legion Post 101 to the Melrose Area Chamber of Commerce
    - 2) Resolution No. 2022-50 - from the American Legion Post 101 to the Melrose Area Chamber of Commerce
    - 3) Resolution No. 2022-53 – from Magnifi Financial to the City of Melrose
  - h. Stearns County Invoice for RDB Project Voucher #6, #7 and Engineering Invoice #176-2022
- \* Presentation
  - a. ~~Presentation to Nicole Spaeth~~
  - b. Donation from Magnifi Financial
5. Reports
  - a. Fire Department Report
  - b. Police Department Monthly
  - c. City Attorney Report
  - d. General Fund Financial Quarterly Report
  - e. City Planner Report
  - f. City Engineer Report
  - g. City Administrator Report
6. Action Items
  - a. Resolution No. 2022-51, Resolution Approving Case No. 6-2022-401 Condition Use Permit (CUP) Requested by Wolf River Electric, Owned by Jared and Austine Etcheverry for the Installation of a Solar Array
  - b. Ordinance No. 08-18-2022 An Ordinance Providing a Moratorium on the Sale of Hemp Derived THC (Tetrahydrocannabinols) Food and Beverages in the City of Melrose Minnesota
  - c. Stearns County Attorney Prosecution Fees

- d. Right-of-Way Purchase for Acquisition of Mehr Property
- e. Part-Time Streets/Parks Maintenance Worker

7. Old Business

8. New Business

- a. Resolution 2022-52 Resolution Requesting a Special Session

9. Informational Items

- a. Utilities Commission Meeting Minutes
- b. Tri-Cap Open House
- c. Hormel Reorganizing Operations
- d. Nature Energy - Trip to Denmark to visit Nature Energy Biogas Plants

10. Adjournment

\* Deleted

**MELROSE CITY COUNCIL  
REGULAR MEETING  
THURSDAY, AUGUST 18, 2022 – 6:00 P.M.**

**A.I. #1 CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**

The Melrose City Council met in a Regular Meeting on Thursday, August 18, 2022 at 6:00 p.m. at the Melrose City Center pursuant to due notice being given thereof. Present were Council Members Justin Frieler, Mark Hill, and Mayor Joe Finken, City Administrator Colleen Winter, and City Clerk Patti Haase. Council Member Tony Klasen and, Travis Frieler was absent. Mayor Finken presided thereat.

The Council then recited the Pledge of Allegiance.

**A.I. #2 APPROVAL OF AGENDA**

A motion was made by Mr. Hill, seconded by Mr. Justin Frieler, and unanimously carried to approve the agenda as submitted.

**A.I. #3 OPEN FORUM**

Mayor Finken then opened the floor to public comment. There were no comments.

**A.I. #4 CONSENT AGENDA**

The following items were considered for approval under the Consent Agenda:

- a. The minutes from the Council's July 21 Regular Meeting
- b. List of bills in the amount of \$ 533,830.21 (See attached list)
- c. List of investments for the month of July (See attached list)
- d. Ambulance Department uncollectible accounts in the amount to \$5,101.59 has been submitted to Revenue Recapture, collections or written off during the second quarter of 2022. There was a total of 1,820.58 collected from account holders during this period. A complete list of accounts is on file at the City Office.
- e. Fire Department uncollectible accounts in the amount of \$125 has been submitted to Revenue Recapture, collections or written off during the second quarter of 2022. There was a total of \$375 collected from account holders during this period/ A complete list of accounts is on file at the City Office.
- f. Resolution No. 2022-48, Resolution Approving Gambling License to the Melrose Area Chamber of Commerce for an exemption from lawful gambling license to conduct a bingo and hold a raffle on November 5, 2022, at the Melrose American Legion located at 265 County Road 173 SE, Melrose Minnesota.
- g. Donation Resolutions:
  - 1) Resolution No2022-49 Donation in the amount of \$500 from the Melrose American Legion Post 101 towards the fireworks for the Holiday Kick-off.
  - 2) Resolution No. 2022-50 Donation in the amount of \$1,000 from the American Legion Post 101 towards the Melrose Area Chamber of Commerce Scholarship Sponsorship
  - 3) Resolution No. 2022-53, Donation in the amount of \$7,000 from Magnifi Financial towards the Sauk River Park Improvement Project
- h. With the preparation of the July invoice for construction services, the County's consultant found they had previously recorded items in the wrong category. Those have been corrected and the pay voucher reflected a total credit of \$32,156.11. Finance Director Beuning reviewed the payment break out and that

was allocated with a Utility balance due and a City balance with a larger credit, which resulted in the overall credit. With the latest construction invoice received for August, there is still an overall invoice credit. Per discussions with Stearns County, they are not sending an invoice and the credit will be applied to subsequent invoices.

The City received Invoice #176-2022 for our portion of engineering fees. The City's portion of the engineering fees are billed according to the allocation of the construction expenses. Due to the adjustments made on the construction allocations as mentioned above, the percentage charged through WSB invoice #7 resulted in a credit, so payment was not made in July. With the latest WSB invoice #8, there is a total balance due to Stearns County Highway of \$1,604.56. However, due to the large credit for the City, the breakout of this invoice is a Utility amount due of \$4,006.93 and a General credit of \$2,402.01

At their August 8, 2022, PUC meeting, the Commission approved authorization of payment to Stearns County for their share upon approval of the invoices by the City Council to ensure timely payment. Invoices will be brought to their review the subsequent month.

A motion was made by Mr. Justin Frieler, seconded by Mr. Hill and unanimously carried to approve the Consent Agenda items.

## **PRESENTATION**

- a. Deleted
- b. Gary Meyer and Isaac Barten with Magnifi Financial presented a check to the City of Melrose in the amount of \$7,000 to the Sauk River Park Improvement Project.

### **A.I. #5 REPORTS**

- a. Fire Chief Tom Budde presented the year-to-date fire calls. 2022 year to date calls are at 99 calls compared to 126 for all of 2021. Mr. Budde provided an update on the new tanker, and the PERA Retirement Analysis for 2023. He is not recommending an increase in the benefit for 2023.
- b. Police Chief Craig Maus presented the Police Department's July 2022 report. He noted there were 300 calls for service during that month, compared to 337 for July of 2021. A total of 11 citations were written for the month of July. There were 71 verbal warnings and 3 written warning. The year-to-date number of calls is 2,022 compared to 2,264 in 2021. For the month of July 2022, the Department received 41 agency assist calls. School is session beginning on Tuesday, August 30. Please watch for school bus stop signs, and students walking and biking to school.
- c. City Attorney Dymoke noted that during the period from July 14, 2022, through August 11, 2022, we have not given significant attention to any projects on behalf of the City of Melrose.
- d. Finance Director Beuning presented the General Fund Financial Second Quarter Report.

## **Significant Revenue Variances:- General Fund**

- ❖ Property tax revenue is distributed in June, July, December, and a final payment in January. Local government aid is distributed in July and December. Together, these funds make up roughly 2/3 of this fund's budget.
- ❖ Liquor licenses are renewed at the beginning of the year so 100% of the budgeted amounts have already been collected. As shown in the chart below, building permits have had a large increase during the 2nd quarter.
- ❖ The most significant portion of Charges for Services relates to administrative charges. These are fees charged to the Fire Department, Ambulance Department and TIF funds. These payments are made at year end. Equipment rental/agreement fees have exceeded budgeted amounts due to parking lot sweeping done for various businesses in the City. Due to uncertainties relating to the Covid-19 pandemic, meeting room rentals were budgeted conservatively and have exceeded the estimated amounts.
- ❖ Interest income is reflected as a negative through the second quarter due to changes in market value adjustments. Finance Director Beuning is continuing to work with our investment advisors to monitor the City's investment portfolios to structure our funds to balance investment yield, security, and planning for adequate cash flow.

### **Significant Expenditure Variances:**

- ❖ The 2022 assessing fees have been paid for the year to Stearns County.
- ❖ Police expenditures are comparable to the budget but are higher than the prior year at this point.
- ❖ The workers compensation premiums increased significantly, specifically related to the police department.
- ❖ Also, the fees to Stearns County for the mobile access were paid earlier in 2022.
- ❖ Snow and Ice show significant expenditures and a budget overage. This is a result of the large amount of plowing during the first quarter of the year. In addition, salaries from other departments, such as Electric, are coded here for their assistance with plowing, which was not budgeted for. When reviewing these departments, it's helpful to look at overall public works, as the weather and nature of work can reflect where actual hours are spent working, and in turn coded to. When streets, snow/ice and parks are reviewed as a whole, the expenditures are in line with budgeted expectations.
- ❖ After being vacant for over a year, the City Planner position was filled in July. Due to being vacant for half a year, it's expected the Industrial/Commercial Dev. costs will run under budget. The contracting work with Ryan Development for Economic Development projects is paid out of the MADA funds.
- ❖ Second quarter building inspection fees are not paid until July.
- ❖ As previously mentioned, assessment services have been paid in full to Stearns County for assessment services. There is \$20,000 budgeted in the parks department for consultant fees. There have been about \$5,800 in engineering fees relating to the Sauk River Park campground that were coded to the park improvement capital outlay in the Capital Improvement Fund (Fund 203).
- ❖ Maintenance costs have been running lower for the first half of the year. This is primarily attributed to City Hall maintenance being zero. At year end, the remaining budgeted balance is transferred to Fund

- ❖ 203's setaside for maintenance needs. The maintenance of grounds equipment expense is over budget due to the 2nd payment of the City's share of the new holiday décor for the light poles.
- Significant Variances: MADA Funds**
- ❖ Due to the investment market value adjustments, interest income is a negative.
- ❖ Board members had historically been paid annually in December. Due to changes in interpretations on the classification of such individuals, they are now required to be paid at a minimum monthly. In June, the board members were paid for their attendance to date. In preparing the 2022 budget, the budget had been based on the average history from the prior years. The increased development activity has resulted in more meetings and so the wages are corresponding to that. This will be adjusted accordingly on the 2023 operating budget.
- ❖ MADA had budgeted for contracting with Ryan Development in the amount of \$45,000. MADA has paid approximately 44% of these costs from services rendered through May. There was an additional \$5,000 budgeted for other professional services. There have been costs associated with property appraisals and engineering work related to proposed housing developments during the first half of the year that have exceeded that budget by \$11,000. Legal fees relating to development have also exceeded the annual budget.
- ❖ Starting in 2016, MADA authorized up to \$5,000 in seven-year deferred loans to Main Street businesses to be used for store front improvements. If the business remained during this loan period, these loans would be amortized down by 1/3 in year 5, 6, and 7. There are four loans that started the amortizing, along with one loan issued in 2018 from a TIF pay-out, which resulted in expenses in 2022 of \$9,818 to date. It is expected to have another \$9,530 amortized by the end of the year. Due to the significant time spent on housing and development in 2022, it is estimated that this Fund will run in a shortfall and an additional transfer will be needed from the General Fund on top of what was budgeted. Finance Director Beuning and Administrator Winter will review the ongoing needs for 2022 and will determine the necessity for the Council to consider an operating transfer.

Ms. Beuning also provide an update on the Fire Department

- ❖ Contract fees are received in December from the City of Melrose and surrounding cities/townships that are in the service area. This makes up 92% of the Fire Department Fund's revenue budget. The Fund is supported by reserve funds throughout the year until those payments are received.
- ❖ Wages are paid out to the firefighters in December. However, the workers' compensation insurance premium has been paid for 2022 and has had a significant increase from the prior year.
- Vehicle expense is high due to inspections and repairs on the ladder truck and light replacements on vehicle #506.
- ❖ Radio and equipment maintenance is high due to testing of the air packs.
- ❖ In April, a five-year service agreement was purchased for I Am Responding, which the Fire Department utilizes for responding to fire calls.
- The Fire Department purchased new turn out gear during the 2nd quarter. and Ambulance Department Funds.

Ms. Beuning noted that the Ambulance Department net income is comparable to the prior year.

e. We have been busy processing building permits, mostly re-shingles, and doing preliminary plan reviews on other properties. This includes meeting with Sauk River Watershed District on the development on the former Kraft property next door and reviewing requirements for that. I am involved in the discussions regarding the Sauk River campsites and the status of the bridge project.

We have been working with our building inspector to provide guidance to the residents of Rose Park in terms of allowable additions and modifications to their homes. We have been receiving multiple requests and really want to have clear guidance for them.

I have also been involved in the discussions with potential developers and builders on the housing projects – including the Railroad West property, 168 Riverfront, and Daylight Court Plat 2, as well as the budget discussions concerning those projects. There will be significant planning work on those projects as they come forward.

#### Grants

I am working with the Montessori School and local daycares and developing a possible grant application. It is a DEED grant focused on adding or expanded daycares in Minnesota. We have been generating ideas about their needs and what the grant could potentially cover.

There is a new MnDOT grant period opening for transportation needs involving sidewalks and trails. We will be needing Council resolution concerning that as the grant application deadline nears, which is in December.

#### Looking forward

I have had the opportunity to ride with both Roger in Electric and Gary in Streets, discuss upcoming projects, City infrastructure, necessary easements, and working to resolve and button up prior projects.

We have also been working with other commercial property owners on their site plans and future plans, including an easement vacation which will be coming before the Council next month to allow for additional expansion.

We have begun a list of comprehensive plan changes which are necessary, given our current developments in the City, as well as zoning changes that may be necessary based on what we are seeing as we do plan reviews. As part of the upcoming budget discussions the Comprehensive Plan update and zoning changes are in the budget as a line item.

f. City Engineer Dave Blommel presented the engineering report.:.

#### **Sauk River Park**

We met with members of the park board to review the future camp site locations. A few minor changes were made to the layout to save trees and better match the final grading from the bridge project. Only 1 tree will need to be removed for the layout to work. Additionally, a member of SEH's architecture group stopped by the bathrooms while in town for some work at the power plant. He has built numerous park bathrooms, some in floodways, so he will be assisting the park board with the specifications and bidding .Look for an agreement at a future meeting.

#### **Housing**

We continue to work with MADA on the housing needs for Melrose. Meetings with developers continue and refined estimates are bringing us closer to future construction.

#### **Surveying**

SEH survey staff have been working extensively with the Electric department but have mixed in a few City related items as well. We are working to define an easement for the sidewalk along the dam and clean up some historical survey related questions in the area.

g. City Administrator Winter presented an update on the following:

**WWTF** - Progress is being made on the WWTF. The last payment was requested on the PFA loan, and the remaining money to fund this project will be coming from cash set asides in Utilities. Substantial completion is still scheduled for March 2023.

**RDB** – Over the next two weeks overlay on the bridge and sidewalks will be done, along with repairs to the dam. A big thanks to the Melrose fire dept. for washing off the dam wall that allowed WSB to come in with a drone and do a detailed inspection. The good news is the spillway is in very good shape, the repairs are on the abutments and dam wing wall which is what we expected. Work on Main Street is not expected to begin until the last week in August or after Labor day. This will cause some rerouting of school buses and may impact pick up locations. We have been in touch with the school district and will keep them informed as to the schedule. In addition, we will also keep the downtown businesses and other businesses aware of the schedule.

**Electric Dept** – The Electric Dept has been continuing to work on bringing overhead lines underground on the west side of town and out into the township. They are also working on the electric for the RDB project.

**Streets** – The Street Dept continues to complete mowing, maintenance and upkeep on the roads, parks and working on RDB related matters and other capital projects. Hydrant flushing will also begin shortly. Street and Elec Dept will be completing installation of electric and water lines in Sauk River Park.

**Budget** – Staff has been immersed in the budgeting process and we have had several dept level meetings to talk about the upcoming Capital projects, housing, etc. A budget workshop will be held with the Council on August 30<sup>th</sup>.

**Sauk River Park** - SEH has staked out the campsites at Sauk River park and there have been some modifications. I was at the LCCMR meeting on August 10<sup>th</sup> and they unanimously approved the work plan for the City. The Park Board will be meeting on August 25<sup>th</sup> to finalize the budget and project scope for the Sauk River improvements. The City received \$350,000 from LCCMR for upgrades to the park. This money will be used for new campsites, a canoe/kayak launch, fishing pier, signage and partially funding of a new bathroom/shower facility.

## **Housing**

### **Housing Strategy Update**

#### **Land Acquisitions**

Railroad West (Theiler Property) – On July 26th, we closed on the Theiler Property. A 'Harvest & Lease Agreement' was executed at that time. See attached along with the final closing settlement statement. Just as a reminder, the City used its Land Acquisition Fund by approving a transfer to MADA to fund this purchase.

Middendorf River Property – The purchase agreement for this property has been executed. There is a bit of a hold up as there are title issues relating to the legal description. After discussions with the closing company, MADA legal counsel and the sellers legal counsel, it was decided to have the City's bond council

provide the title opinion.

We are in a holding pattern on the updated costs of phasing in the improvements and a proposal from the engineer on the platting of both of the properties. Until we have this information structuring any financing approach is not practical. We have been engaged in discussions with two different development groups and will continue to work on this as well.

### **KRAFT LOT UPDATE**

The developer – Gohman properties has been working on a site plan at the Kraft location along with reviewing a developer's agreement as proposed by the City/MADA. We discussed the agreement at the MADA Board meeting on August 11<sup>th</sup> and based on their recommendations we will be working with the developer to make some changes. The purchase and developer agreement and preliminary site plan should be ready for Council approval at the regular September meeting. Myself & City Planner Hellermann have met with the watershed people to head off any concerns and there is an issue with a major electrical line running through the property and under the river. We put Electrical Supervisor Avelsgard in direct contact with the developer and their architects to address this and what their needs for power will be. The developer has begun to have discussion with potential lease tenants but nothing concrete can be pinned down until they know their final costs so they know what lease rates will be. Staff is proposing to invite our county commissioner and county administrative staff to meet in Melrose to discuss their presence in the community and lobby for as many County services as we can to stay in Melrose. The County has elected not to renew their lease with the School in the ALC building.

### **Promotion of Melrose**

Of note this past week, Wed., April 10<sup>th</sup>, the Farmers Market was celebrating National Farmers Week and there were several activities, vendors, music and representation from our police, fire, and ambulance departments.

The Melrose area schools has commissioned a new billboard on Interstate 94 on the Stearns Electric property. This is a billboard that is shared with the City, and we have been in contact with the Chamber and hope to meet in the next month to finalize our side of the billboard. If you have any comments or suggestions, please feel free to let me know.

And finally displayed in the lobby of the City Center is the artwork that folks have submitted to the Melrose Area Arts Council to be displayed on the new monument sign that is being proposed downtown on the Melrose Feed Mill property. The Art Council is asking for the public's help in choosing the artwork, so please stop by and vote on your favorite.

### **A.I. #6 ACTION ITEMS**

- a. At their regular meeting on Monday, July 25<sup>th</sup>, the Planning Commission held a public hearing for the request of Wolf River Electric on behalf of Jared and Austine Etcheverry, 201 1<sup>st</sup> Street NE, to install a grid tied, roof mounted solar array on the above listed property per section 1800 of the Melrose City Zoning Ordinance No. 1989-1-A.

Council Member Hill introduced Resolution No. 2022-51, Resolution Approving Case No. 6-2022-401 Condition Use Permit (CUP) Requested by Wolf River Electric, Owned by Jared and Austine Etcheverry for the Installation of a Solar

Array. The motion was seconded by Mr. Justin Frieler with a roll call vote recorded as follows:

FOR: Council Member: Hill, Justin Frieler, and Mayor Finken  
AGAINST: None  
ABSENT: Council Member Klasen, and Travis Frieler

b. Now that the legislature has made certain types of THC/Cannabinoids legal, communities are left trying to figure out what this means and how to regulate it. In response several communities in the St Cloud area have passed an ordinance similar to the one attached. In the past week, both Albany and Freeport have also passed similar ordinances. My thought about passing an ordinance is that I do not believe there is enough known about the products and how to regulate them and feel that a moratorium makes the most sense. The ordinance basically states that we are simply putting a hold on the sale of such products until we can study the issue more and obtain guidance (hopefully from the League).

Council Member Justin Frieler introduced. Ordinance No. 08-18-2022 An Ordinance Providing a Moratorium on the Sale of Hemp Derived THC (Tetrahydrocannabinols) Food and Beverages in the City of Melrose Minnesota. The motion was seconded by Mr. Hill with a roll call vote recorded as follows:

FOR: Council Member: Justin Frieler, Hill, and Mayor Finken  
AGAINST: None  
ABSENT: Council Member Klasen, and Travis Frieler

c. The City contracts with Stearns County Attorney's Office to prosecute our misdemeanor and petty misdemeanor violations. We have received the proposal for 2023 and 2024, which has an increase of 5% to \$14,175.00 annually. This rate is guaranteed not to increase through the duration of the contract.

A motion was made by Mr. Hill, seconded by Mr. Justin Frieler and unanimously carried approving the agreement for prosecution services with the Stearns County Attorney for years 2023 and 2024.

d. The City Council, at its May 16, 2013, meeting approved the acquisition of the Mehr property as a right of way cost for the RDB project. On November 16, 2021, the city entered into an agreement with Stearns County for CSAH 13 improvements including replacement of the bridge, bridge approach improvements, 1<sup>st</sup> Street North improvements, repairs to the Melrose dam, and Sauk River channel realignment in the City. As part of this agreement, it was agreed the City would finance 50% of the actual right of way acquisition costs including building demolition and demolition related engineering costs.

In review of the invoiced costs from Stearns County, it was found that Melrose had not been invoiced for their share of the purchase of the building located at 501 East Main Street (Mehr property). The building was purchased October 30, 2015 for \$129,637.91.

Stearns County Highway has issued invoice No. 2022-180 for the city's 50% share of the purchase equaling \$64,818.95.

A motion was made by Mr. Justin Frieler, seconded by Mr. Hill and unanimously carried approving Invoice #2022-180 authorizing payment to Stearns County Highway in the amount of \$64,818.95.

- e. The city hired Fran Hinnenkamp for the Part-Time Street/Parks Maintenance Worker on 04/26/2022. Mr. Hinnenkamp receives PERA retirement benefit from past employment. This restricts the amount an individual can earn during that year while receiving payments. Due to Mr. Hinnenkamp earning wages that were applied towards this limit prior to his start of employment with the city, he is coming near his end of time he is allowed to work. In addition, the Seasonal/Temp employee has ended his position as he returns to school.

Streets/Parks Supervisor Middendorf spoke with Bob Boeckermann, who had previously filled the part time Maintenance Worker position. He was willing to come back to the City to fill in as needed to finish out the year. Effective January 1<sup>st</sup>, Mr. Hinnenkamp would start over on his allowable wages and it is anticipated that he will be able to complete the position requirements in entirety for the year, so the need for Mr. Boeckermann would only be to finish this calendar year.

It is recommended to hire Mr. Boeckermann to fill the Part Time Maintenance Worker position on an as needed basis, from approximately September 1<sup>st</sup> through December 31<sup>st</sup>, 2022. It is proposed to hire him at his previous wage of Step 2 on the Maintenance Worker pay scale.

A motion was made by Mr. Justin Frieler, seconded by Mr. Hill and unanimously carried hiring Bob Boeckermann to fill the temporary gap in coverage at Step 2.

#### **A.I. #7 OLD BUSINESS**

None

#### **A.I.#8 NEW BUSINESS**

- a. The Legislature did not pass a tax bill and bonding bill before the session was adjourned. At the Coalition of Greater MN Cities summer conference, Senator Tom Bakk, the outgoing Senate Capital Investment Chair, urged members to reach out and demand a special session to pass a bonding bill and a tax bill with a Local Government Aid increase.

CGMC has sent a resolution that they're requesting all member cities approve and send to Governor Walz and the leaders of each caucus.

Council Member Hill introduced Resolution No. 2022-52 Requesting a Special Session. The motion was seconded by Mr. Justin Frieler with a roll call vote recorded as follows:

FOR: Council Member: Hill, Justin Frieler, and Mayor Finken

AGAINST: None

ABSENT: Council Member Klasen, and Travis Frieler

## **A.I. #9 INFORMATIONAL ITEMS**

The following informational items were then reviewed:

- a. The minutes from the Utilities Commission's July 11, 2022, Regular Meeting
- b. City staff are in discussions with personnel from the Tri-CAP office to have an on-site open house where residents can come in and meet with representatives from Tri-CAP as well as city staff to review their utility accounts and get assistance in applying for the energy assistance program. This will be the first year offering this meeting for Melrose as well as for Tri-Cap. Residents should watch for communications on the City's Facebook page and website, the Star Post, and a mailer going out.
- c. Hormel Reorganizing Operations
- d. In February of 2022 the City was approached by Nature Energy, a biogas company from Denmark that is interested in locating in the Melrose area. Attached in the packet you will find information on Nature Energy. Nature Energy has just completed the permitting process in Benson MN. A year ago Benson, along with other communities, businesses and area farmers went to Denmark to look at their operations and to tour their facilities. The second trip is planned for people from the Melrose area as well people from Independence, WI and Eagle Grove, Iowa. The dates for this year's trip are September 25 – Oct. 1<sup>st</sup>. The trip will be led by Kim Bremmer, [kim@aginspirations.com](mailto:kim@aginspirations.com), who provides consulting services to Nature Energy.

The people from the Melrose area that will be encouraged to participate in the trip are local dairy farmers as well as Jennie-O and Pilgrim's Pride corporate and contract growers, and representatives from the City. A decision will need to be made by August 15<sup>th</sup> in order to secure a spot on the trip. At the last regular MADA Board meeting, the Board unanimously approved sending the Mayor and one other MADA Board member and recommended that the City send the City Administrator or other City representative. Due to a conflict, I will not be able to go. It is logical to send Roger Avelsgard in my place. Nature Energy uses a significant amount of electricity, and it would be important to understand how this impacts our electric utility. Susan Danzl from SEH may also be going on the trip. The cost per person is approximately \$2,550.00. This includes airfare, hotel and some meals. Nature Energy provides all of the transportation and some of the meals also. At their regular meeting on August 8, 2022, the PUC authorized sending Roger Avelsgard, Electric Supervisor to Denmark contingent upon local industry also sending representative(s). MADA has approved the Mayor to attend as the city representative.

## **A.I. #10 ADJOURNMENT**

A motion was made by Mr. Hill, seconded by Mr. Justin Frieler and unanimously carried to adjourn the meeting at 6:45 p.m.

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PATRICIA HAASE – CITY CLERK