

**Nowthen City Council  
October 11, 2022  
Regular Meeting Minutes**

**1. CALL TO ORDER**

Mayor Pilon called the meeting to order at 7:03 pm.  
All present recited the Pledge of Allegiance.

Present: Council Members Blake, Greenberg, and Rainville.

Also in attendance: Administrator Lehner, Deputy Clerk Johnson, Lieutenant Jacobson, Assistant Fire Chief Lawrence.

Absent: Council Member Alder

**MOTION BY COUNCIL MEMBER BLAKE, SECONDED BY GREENBERG TO APPROVE THE AGENDA. MOTION CARRIED. 4 AYES.**

**2. FLOOR ITEMS**

None

**3. CONSENT AGENDA**

**MOTION BY COUNCIL MEMBER RAINVILLE, SECONDED BY BLAKE TO ACCEPT THE CONSENT AGENDA AS PRESENTED.**

**4. SHERIFF'S REPORT**

Deputy Jacobson stated Anoka County Sheriff's Department responded to 144 calls in Nowthen in September. These calls included 1 to Bar None, 1 Alarm, 3 Medicals, and 1 Animal Complaint.

Several vehicle crashes in September, including a motorcycle accident.

The Sheriff's Department deputies are targeting areas with speeding problems based on residents' complaints.

The mayor stated they had a meeting at Bar None today. After last year, they had an action plan. They were to have stable staffing, which they seem to have done and the calls directly to the Sheriff's Department are down 30 calls this year compared to last year. Bar None representatives stated they appreciate the Sheriff's Department being proactive coming to Bar None and also for taking some of kids fishing.

Council Member Rainville thanked the Sheriff's Department for participating in the Heritage Festival.

**5. FIRE DEPARTMENT**

Assistant Chief Lawrence reported the Nowthen Fire Department responded to 15 incidents in the month of September (13 less than last month).

Notable calls included assisting Ramsey on a house fire, a vehicle fire in Nowthen, a single vehicle rollover and assisting the Sheriff's Department with a motorcycle accident.

State aid was made available, an increase of what was expected; \$26,000 will be directly deposited into PERA for the fire fighters. This 2021 aid was paid in 2022. Asst. Chief Lawrence worked diligently with Interim Administrator Boyles to get special qualification to receive this funding. Thank you!

The Fire Department had one applicant and had started him through the process; however, due to personal circumstances, he has withdrawn for now.

Council Member Rainville thanked the Fire Department for holding an open house during the Heritage Festival. It was a huge success, and the kids loved the Nowthen Fire Helmets.

The fire tanker is still on schedule for a January 2023 delivery; however, Hurricane Ian hit the area hard. Asst. Chief Lawrence will follow up on the delivery schedule.

## **6. ADMINISTRATOR UPDATE**

- a) Eric Madsen in Public Works had his 18<sup>th</sup> Anniversary on 10/4/22. The staff recognized this with donuts and thanks!
- b) Fall Recycling Day is Saturday 8:00 am – 1:00 pm – all council members will attend with the exception of Council Member Rainville, as she will be out of town.
- c) There is a work session October 20<sup>th</sup>, 2022, at 5:30. The purpose is to update processes with Planner Stockman, get a handle on the CUP and IUP, and define processes for complaint; timeline to respond and resolve. Discussion about what has been in the past and how Planner Stockman responds has been under the direction of the council, which has been very slow in the past. Discussion that a new set of eyes with a new perspective is a good idea to resolve some of these long-standing issues.
- d) Public works is getting ready for snow. Salt/Gravel has been ordered. Equipment has been pulled out and maintenance has begun so they are ready for the first plowable snow. There are a couple of applicants for snowplow drivers. The mayor stated he is thankful and appreciates the good working relationship public works seems to have with Administrator Lehner. They did an amazing job getting the city ready for the Heritage Festival. Council Member Rainville echoed the same. The city has never looked better. Also, thank you to Oak Grove for allowing Nowthen to use the generator.

## **7. Planning and Zoning**

None

## **8. City Council**

### **a) OLD BUSINESS**

1. Update on the progress of Ordinance 2022-04 Regulating Gambling in Nowthen. Administrator Lehner stated there are many pieces with the statutes and he is working on it. He apologized he was not ready to submit the information yet and will bring it forth at a later date.

### **b) NEW BUSINESS**

1. Approval of Resolution 2022-XX appointing Bergan KDV as the City of Nowthen Auditor for years 2022, 2023, and 2024. Five (5) RFPs were sent out. Bergan KDV was the only auditor to respond. There are reserve funds to cover 2022 and 2023; 2024 will be incorporated into the budgets.

**MOTION BY COUNCIL MEMBER RAINVILLE, SECONDED BY BLAKE TO APPROVE APPOINTING BERGAN KDV AS THE CITY OF NOWTHEN AUDITOR FOR YEARS 2022, 2023, AND 2024. MOTION**

**CARRIED. 4 AYES.**

2. Approval of Resolution 2022-XX Authorizing the Mayor and City Administrator to execute an agreement to purchase and install new signs for the Disc Golf Course and Park.  
Discussion regarding the signs. Council Member Greenberg would like to donate his time to re-design the disc golf course signs stating Hole Number, Par, how many feet, and adding the City Logo (sample attached). Discussion – originally only approved the minimum needed signs, which was 33 signs. There are more needed throughout the parks and on the shelters. Discussion on unifying all the city park signage including Memorial Park. The council thanked Council Member Greenberg for his time and talents as he has saved the city money.

**MOTION BY COUNCIL MEMBER RAINVILLE, SECONDED BY GREENBERG TO APPROVE PROCEED WITH THE 33 SIGNS AS PRESENTED AND MOVE FORWARD TO UNIFY ALL THE PARK SIGNS.  
MOTION CARRIED. 4 AYES.**

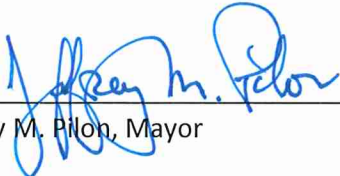
3. Approval of Resolution 2022-XX naming Alan Nerase as the City of Nowthen Recycling Attendant.  
Discussion regarding the applicants for the position and Mr. Nerase's qualifications. Administrator Lehner explained he was waiting on an acceptable background check; once that was returned, he would like to officially offer the job to Mr. Nerase. Mr. Nerase introduced himself to the council. Discussion regarding hours of the recycling center on Saturdays – 8:00 am – 12:00 pm rather than 11:00 am – 3:00 pm. Council Member Greenberg mentioned he was happy to have Mr. Nerase join the City of Nowthen Recycling Center as our residents love recycling and are very sad when it is closed.

**MOTION BY COUNCIL MEMBER RAINVILLE, SECONDED BY COUNCIL MEMBER BLAKE TO APPROVE RESOLUTION 2022-XX NAMING ALAN NERASE AS THE RECYCLING ATTENDANT ONCE AN ACCEPTABLE BACKGROUND CHECK IS RECEIVED AND CHANGING THE HOURS TO 8:00 AM – 12:00 PM ON SATURDAYS.  
Additional discussion regarding Recycling Day and uniforms provided by the city.  
MOTION CARRIED – 4 AYES.**

**MOTION TO ADJOURN BY COUNCIL MEMBER BLAKE, SECONDED BY RAINVILLE. MOTION CARRIED. 4 AYES.**

The meeting was adjourned at 8:23 pm.

Respectfully submitted,

  
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Jeffrey M. Pilon, Mayor

  
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Scott Lehner, City Administrator