

**Harris City Council
Regular Meeting Minutes
Monday, January 8, 2024**

- I. **Call to Order:** Mayor Carlson called the meeting to order at 7:00 pm.
- II. **Pledge of Allegiance:** Everyone joined in the Pledge of Allegiance.
- III. **Roll Call:** City Clerk Shannon Geier conducted roll call. Present were Mayor Randy Carlson, Councilmember Al Siedow, Councilmember David Maack, and Councilmember Garret Pearson. Absent was Councilmember Diane Miller. City Clerk Geier announced a quorum was present.
- IV. **Consent Agenda:**
 - Pearson made a motion to add line-item L to the regular agenda: Local Boards of Appeal. Siedow seconded the motion. All in favor, motion carried.
 - Siedow made a motion to approve the Dec 11 Regular Meeting and Special Meeting, and Accounts Payable. Pearson seconded the motion. All in favor, motion carried.
- V. **Public Comment:** None.
- VI. **Regular Agenda:**
 - A. **Fire Department** – Written report.
 - B. **Schedule FD Workshop** – Scheduled for 6:30 p.m. on January 31, 2024, at Harris City Hall.
 - C. **Earned Sick and Safe Time (ESST) personnel policy** – After a discussion on the current Harris sick-time policy and the new State-required Earned Sick and Safe Time policy (ESST) the Council directed City Clerk Geier to move forward with ESST Option 2, front loading with pay out and no carryover. Items that still need to be addressed are the already accrued sick-time hours and how to prorate the ESST-time hours when an employee leaves City employment. The updated policy will be brought back to the February City Council meeting for final approval.
 - D. **Public Safety Duty Disability/Employer disbursement provider** – Fire Chief Chapeau is familiar with this requirement and annual wellness training will be provided to all HVFD firefighters.
 - E. **Computer Use Policy** – Geier presented an updated City Policy for Computer Use as recommended by the League of Minnesota Cities. Pearson made a motion to approve the updated policy. Siedow seconded the motion. All in favor, motion carried.
 - F. **Election Judge wages** – Carlson made a motion to increase the election judge wage to \$15 per hour and the head election judge wage to \$18 per hour. Pearson seconded the motion. All in favor, motion carried.
 - G. **Treasurer’s Report** – Carlson made a motion to approve a \$2 per hour training step increase in City Clerk Geier’s pay for her continued educational growth. Pearson seconded the motion. All in favor, motion carried.

- H. **2024-01 Resolution Annual Designations** – Siedow made a motion to approve Resolution 2024-01, a resolution of annual appointments and designations for 2024. Pearson seconded the motion. All in favor, motion carried.
- I. **Nick Moore Construction Invoice** – Siedow made a motion to approve the Nick Moore Construction Invoice in the amount of \$2,980 for installation of a playground at Schoolhouse Park. This is a Park and Rec expense. Pearson seconded the motion. All in favor, motion carried.
- J. **Legion Gambling Permit** – Siedow made a motion to approve the Harris American Legion gambling permit application for a single day permit for April 6th and a single day permit for October 12, 2024. Pearson seconded the motion. All in favor, motion carried.
- K. **Update on RFP** – Geier updated the council on the RFP process.
- L. **Local Boards of Appeal** – The cities with an Open Book process will be moved to Chisago County so there will no longer be a Local Board of Appeals meeting at Harris City Hall. Siedow made a motion to approve the move. Pearson seconded the motion. All in favor, motion carried.

VII. Staff/Department Reports:

- A. **Public Works** – A new saw was purchased for trimming trees and public works has requested to purchase adapter plates, clamps, and hoses to convert the tractor for street sweeping and other activities. Siedow made a motion to approve up to \$2,000 for purchase of bobcat attachments for the city tractor. Pearson seconded the motion. All in favor, motion carried.
- B. **Planning Commission** – No report.
- C. **Parks and Rec** – Written report. Siedow stated to fix the fence at Schoolhouse Park would cost approximately \$3,000 in parts, plus labor. He will also contact Chisago County Parks Department for permission to move the jailhouse to the trailhead and bring back estimates to the council for approval.
- D. **PeopleService Report** – Written report.
- E. **Clerk’s Report** - Written report.
- F. **Mayor and Council Reports** – Mayor stated Nick is working out well for Public Works maintenance such as tree trimming.

- VIII. Adjourn:** Siedow made a motion to adjourn. Pearson seconded the motion. All in favor, motion carried. There being no further business, Mayor Carlson adjourned the meeting at 8:43 pm.

City Clerk – Shannon Geier

Randy Carlson - Mayor

Date Approved