

**CARLTON CITY COUNCIL  
REGULAR MEETING AGENDA  
Wednesday, January 8, 2025**

**ADMINISTER OATH OF OFFICE**

- 1.00 Call to Order & Pledge of Allegiance 6:00pm**
- 2.00 Roll Call**
- 3.00 Approve Agenda** (Agenda Additions/Deletions)
- 4.00 Consent Agenda**
  - 4.01 Approval of the Minutes:** Regular Meeting, December 11, 2024; Truth in Taxation, December 11, 2024 (included in the Regular Meeting Minutes), Special Meeting, December 18, 2023.
  - 4.02 Approval of Bills:** Exhibit A dated January 8, 2025, in the amount of \$258,227.26 (\$23,720.84 electronic and \$234,506.42 by check).
  - 4.03 Approval of Bills:** Exhibit B to be presented on January 8, 2025.
  - 4.04 Approval of Check Numbers:**
  - 4.05 Review and Approval of Petty Cash**
  - 4.06 Charitable Gambling Report**
  - 4.07 Cardmember Services Credit Card Statement**
  - 4.08 Status of City Funds**
- 5.00 Public Comments** – *Individuals may address the Council about any item not contained on the regular agenda. The City Council will take no official action on items discussed at the Forum, apart from referral to staff or Committee for future report.*
- 6.00 Public Hearings/Planning Commission Meeting**
- 7.00 Petitions, Communications & Correspondence**
  - 7.01 League of Minnesota Cities Insurance Trust Property & Casualty 2024 Dividend**
- 8.00 Ordinances; Resolutions and Policies**
  - 8.01 Resolution 2025-01: Annual Administrative Resolution**
  - 8.02 Resolution 2025-02: Fee Schedule Resolution/Fee Schedule**
  - 8.03 Resolution 2025-03: A Resolution Authorizing Payment before Council Authorization**
  - 8.04 Resolution 2025-04: A Resolution Authorizing Wire/Automated Bank Payments**
  - 8.05 Resolution 2025-05: Resolution Accepting Donations to the City**
- 9.00 Project Updates**
- 10.00 Unfinished Business**
  - 10.01 Public Safety Aid Money**
  - 10.02 St. Francis Church – Offer Letter for an Easement**
  - 10.03 Subdivision Ordinance Updates**
  - 10.04 Twin Lakes Township Water Rate**

## **11.00 New Business**

- 11.01** City Engineer
- 11.02** Reimbursement for EMT Course
- 11.03** Joint Powers Agreement, State of Minnesota Federal Background Checks
- 11.04** 2024 Audit Engagement Letter
- 11.05** Fire and Ambulance Hiring Protocols

## **12.00 Staff and Committee Reports & Recommendations**

- 12.01** Clerk/Treasurer Report
- 12.02** Public Works Report
- 12.03** Fire Chief Report
- 12.04** Ambulance Manager Report
- 12.05** Building Official Report
- 12.06** Library Director Report
- 12.07** Council Member Report
- 12.08** Mayor Report

## **13.00 RECAP ACTION ITEMS**

## **14.00 UPCOMING MEETINGS AND EVENTS**

- 14.01** Office Closed: January 20, 2025, Martin Luther King Jr. Day
- 14.02** Training on new Utility Billing Software: January 21 – January 24, 2025
- 14.03** Annual Audit: Week of February 3, 2025
- 14.04** City Council Meeting: Wednesday, February 12, 2025 @ 6:00pm