
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: M McPherson, City Administrator
SUBJECT: **Bi-Weekly Administrator's Report**
DATE: September 10, 2024

I have the following observations and information to share from the last update on August 21, 2024:

Airport

Work continues on the AWOS project as well as the ALP update.

I continue to contact the FAA monthly in order to ascertain whether they intend to vacate the Flight Service Station, continue with a short-term lease at a higher rate or if they have some other plans. So far, the July and August inquiries have gone unanswered.

The Airport Advisory Board met with staff from the FAA and MNDOT at their September 9 meeting to discuss the Capital Improvements budget. Of particular note are the proposed security fence proposed in the area of the Flight Service Station, near the airport entrance (to replace the existing) and adjacent to the Business Park as well as the additional fuel system.

Budget

Budget work continues. A preliminary levy resolution will be prepared for September 26.

Development

We have the following "large" projects under discussion:

- Palmer Bus new facility in the Business Park
- Pontious Property
- School District Property
- Charlie-Bravo site
- Chrystal Cabinets expansion
- Nate Cook plat; 5th Street and Old Highway 18

Finance

I participated in a bond rating call September 10 for the issuance of bonds for the North Lift Station reconstruction. It went well and there will be some minor follow-up of additional information submittals. They intend to determine our rating next Tuesday in time for the bond sale on September 26.

Infrastructure

We have been informed by Senator Klobuchar's office that our request for congressionally-directed spending for the radio simulcast equipment has made the cut and the language for the project is in the appropriations bill. The request was for \$750,000 and now the waiting begins to see when the

appropriations bill gets adopted. Historically, if a request makes it to the language stage of the bill, it gets approved. In the interim, Emergency Manager Lawrence is working with Mille Lacs County PSAP Manager Beckstrom to refresh the quote to be prepared for the next step once the bill is approved.

Mille Lacs County

Staff met with the County Administrator Dillon Hayes and the Interim County Engineer Justin Bergerson on September 4. This is one of two yearly meetings that occur. The meeting purpose is to review common projects, identify issues and project future needs.

Public Works Director Gerold and I have been working on an agreement that would allow the City to maintain the County Road within the City limits. The agreement should be presented in early October for both governing bodies to approve.

Personnel

A prior PUC employee has filed a complaint with the EEOC against both the PUC and the City for employment discrimination (wrongful termination). They may pursue litigation; in the event that occurs, LMC has been contacted and an attorney has been assigned to the issue. The employee is attempting to link the PUC and the City together, therefore asserting that the employee was also an employee of the City.

Upcoming Meetings and Reminders:

- September 16 – Fire Executive Board 7pm Public Safety Building
- September 16 – Planning Commission 7pm City Hall
- September 23 – Park Board 7 pm Location to be Determined
- September 25 – Public Utilities Commission 1pm Historic Depot