

Clerk-Treasurer Council Report

Date: September 2025

Meetings Attended

- MCFOA Region 1 Clerk's Meeting – Grygla, August 14, 2025
- Energy Resilience Workshop

Upcoming Meetings

Clerk Advanced Academy

Location: Wood Lake Meeting Center, Rochester, MN

Dates: September 18–19, 2025

Topics Include:

- Artificial Intelligence in Municipal Governance
- Data Practices
- Digital Government & Cybersecurity
- Writing, Advocacy, and Communication

State and Federal Funding Summit

Location: Thumper Pond Resort, Ottertail, MN

Date & Time: November 6, 2025 | 8:00 AM – 12:00 PM

Topics Include:

- Funding for Local Transportation
- Public Facilities Authority (Drinking Water & Wastewater Infrastructure)
- DEED Employment & Economic Development Funding
- Support for Local Housing
- USDA Rural Development
- Project Process & Collaboration with State and Federal Agencies

Council Meetings – Video Recording Proposal

Proposal to post recorded Council meetings on YouTube the morning following each session.

- Platform: Zoom (for recording), YouTube (for posting)

- Posting Schedule: Tuesday mornings following Council meetings
- Announcement: Mayor to announce recording at start of meeting
- Comments: Disabled on all videos

Employee Review

Deputy Clerk Nustad received a 3-month performance review and is performing at a fully successful level.

Grants

OSHA Safety Grant

Deadline: October 15, 2025

Purpose: Panic button for city office, security cameras for office and shop

Grant Type: 50/50 match, up to \$10,000

Vendors Contacted: Arvig and S&S Security Services

LCA Implementation Grant

Awarded Amount: \$21,500

Purpose: Energy improvements at Event Center, Fire Hall, and Municipal Building

Status: Work completed by Refine Homes; reimbursement paperwork to be submitted after the September Council meeting

WCI Solar Grant

Total Grant Approved: \$75,384.00

Battery Backup Grant: \$28,896.23 (covers full cost)

Website Form Update

Foundational work completed: domain names, database, login system, Stripe account

All forms will be live before the October Council meeting

Current Projects

- EDA/HRA: Daycare initiative
- Park: City Sales Tax
- Planning Commission: Ordinance book update for review and recommendation to Council

Council Recommendations

- Begin posting Council meetings on YouTube