

MINUTES
TOWN OF CLYDE PARK
COUNCIL MEETING
MARCH 10, 2025

TOWN COUNCIL MEETING

Mayor Wiley called to order the March 10, 2025 Council Meeting of the Town of Clyde Park at 7:08 pm.

Roll Call: Present: James Walsh, Teresa Saari, Dave Sarrazin, Roger Chandler, Brian Eckenrod, Deputy Clerk Louann Barr. Zoom: C/T Stacy Mills. Guests: Carla Williams

PLEDGE OF ALLEGIANCE

MOMENT OF INSPIRATION: None given

MINUTES: A motion was made by Council member Eckenrod to approve the February 10, 2025 Minutes as written. Motion was seconded by Council member Saari. Motion approved and passed.

MAYORS REPORT:

1. Mayor Wiley read a Letter of Resignation submitted by Deputy CSO, Bob Queen. A motion was made by Council Member Saari to accept the Letter of Resignation of Deputy CSO, Bob Queen. The motion was seconded by Council member Eckenrod. Motion approved and passed.
2. D/C Louann did an overview of the chicken and livestock fees and dog license fees collected in 2023 and 2025.
 - a. 2023 chicken and livestock fees collected \$115.00
 - b. 2025 chicken and livestock fees collected \$155.00
 - c. 2023 dog licenses fees collected \$5,020.00
 - d. 2025 dog licenses fees collected \$1,415.00
 - e. 2023 business licenses fees collected \$2,750.00
 - f. 2025 business licenses fees collected \$2,000.00

Treasurer's Report: This report was presented by C/T Stacy Mills.

1. Treasury Financial Reports:
 - a. Utility Billing for February billed \$15,809.15, collected \$14,984.11
 - b. After a review of the Claims Warrants and Treasures Report, a motion was made by Council member Saari to approve the Claims Warrants and Treasures Report as written. Seconded by Council member Sarrazin. Motion approved and passed.

Public Works:

Water: This report was presented by Council member Eckenrod.

1. Scata is back up and running after being down due to loss of the internet. The system has been updated and is more secure and effective.
2. Five meter pits have been received that were on order.

Animals:

1. Licensing of dogs, chickens and livestock is ongoing.

Permits: Nothing to report.

Cemetery/Park: Nothing to report.

Streets: Presented by Council members Chandler

1. There is a piece of the speed bump on the south side of the park missing.
2. The plow truck has either an alternator or idler going out on the motor. Parts are on order.

Code Enforcement: Business Licenses, dog licenses, chicken and livestock is ongoing.

ArcaSearch Presentation: Peter Fox

1. ArcaSearch does document preservation.
2. Historical and present day town documents can be viewed by the public via online.
3. This could be paid for through grants or charitable gifts.
4. Starting with 1913, Town records (minutes, ordinances and resolutions) were inventoried by Mr. Fox. After inventorying the records, a proposal of just over \$18,000 was given to Mayor Wiley.
5. ArcaSearch has a mobile team that comes and scans documents on site.
6. There is an annual fee of \$1,100 to maintain this.
7. Mayor Wiley will get a copy of the proposal to each council member and will put this on the next agenda to do a resolution to proceed forward with finding funding for this project.

Visitor Comments on Non-Agenda Items:

1. Council member Walsh would like to research other companies that do the same as ArcaSearch to possibly get more proposals.
2. Mayor Wiley reminded the council member of the Town Forum tomorrow night.

Standing Committee Report:

Budget & Finance: Presented by Council member Saari

1. Council member Saari went over alcohol, tobacco and gambling fees information she gathered. These fees need to be collected from the business.
2. Mayor Wiley would like Council members Saari and Chandler to review these fees and make changes to reflect town codes and ordinances.

Public Works:

1. Nothing to report

Parks & Recreation:

1. Nothing to report

Cemetery: Reported by Mayor Wiley

1. The first meeting of the Cemetery Board was held with Hank and Marsha Leffingfeld. They have a list of people they are willing to be on the board. Mayor Wiley asked for a council member to join and sit in on the meeting. Roger Chandler will be the council member for the Cemetery Board. The next meeting will be Tuesday, March 18 at 4:00 pm

Streets and Alleys:

1. Nothing to report

Planning, Zoning, and Subdivision: Report given by Council member Saari.

1. Council member Saari presented the changes that were discussed for the fees that were made at the Planning Board meeting.
2. A Resolution for the new fees will be typed up and presented at the next council meeting for approval.
3. Council members discussed raising the Lot Fee to \$50.00 per lot. A motion was made by Council member Saari to raise the Lot Fee to \$50.00 per lot. Motion was seconded by Council member Chandler. Motion was approved and passed.

Solid Waste:

1. Nothing to report.

Unfinished Business:

1. Action sent down to Streets & Alley committee regarding parking permits for town right-of-ways. Nothing to report.
2. Action sent to the finance committee has been discussed. This is being sent back for more research.
3. Thank you cards have been sent.
4. Good Neighbor/Good Citizen Award. Nothing to report.

New Business:

1. Application for Permit for Farmers Market has been received. Motion was made by Council member Saari to accept the Application of Permit for the Farmers Market and waive the fee. Motion seconded by Council member Walsh. Motion approved and passed.
2. Fireworks Ordinance. There was much discussion among the council members regarding the pros and cons of fireworks in town. A motion was made by Council member Chandler to table the firework policy for now. Motion was seconded by Council member Sarrazin. Mayor Wiley called a roll call vote.
 - a. Council member Sarrazin - Table for now
 - b. Council member Walsh - Table for now
 - c. Council member Chandler - Table for now
 - d. Council member Eckenrod - Table for now
 - e. Council member Saari - No
3. Adopt Town Creed. Place the creed on the wall to remind the council and public of how we act during our meetings. A motion was made by Council member Sarri to adopt the

town creed. Motion was seconded by Council member Chandler. Motion approved and passed with a No vote from Council member Walsh.

Adjournment:

Motion made by Council member Roger Chandler and seconded by Council member Eckenrod. The meeting ended at 9:00 pm.

Mayor

Clerk