

Minutes of the regular Proctor City Council meeting held on February 2, 2015 in the Community Center Council Chambers

Mayor David Brenna called the meeting to order at 6:04 p.m.

MEMBERS PRESENT: Councilors Jake Benson, Shawn McGovern, Jim Schwarzbauer, Travis White and Mayor Dave Brenna

OTHERS PRESENT: Tim Peterson, Deputy Clerk; Tammie Aanonsen; John Bray, City Attorney; Jim Aird, Midway Township; Patrick Contardo; Phil Larson, PUC; Bill Sweeney, PUC; Char Jones, PUC

APPROVAL OF MINUTES

Schwarzbauer stated that in the Members Concerns, the total amount loaned to the Historical Society is \$20,000, not \$25,000.

Motion by McGovern, seconded by Schwarzbauer and carried: To approve the January 20, 2015 Proctor City Council meeting minutes as amended.

APPROVAL OF AGENDA

Peterson added 7H: Active Shooter and Violence in the Workplace training

Motion by McGovern, seconded by Benson and carried: To approve the Agenda of February 2, 2015 as amended.

*APPROVAL OF CONSENT AGENDA (one Council motion can accept all items listed under this agenda, plus Council can pull any individual items out of this consent agenda and discuss/act on item separately - thus leaving others to be approved via consent agenda action) - bold print denotes need for Council action

Schwarzbauer asked to change the word "Minutes" to "Notes" in 4A.

Benson asked to pull 4A

Motion by McGovern, seconded by Benson and carried: To approve the Consent Agenda as amended.

JOINT CITY COUNCIL & PUBLIC UTILITIES COMMISSION – Increase water rates

Roll Call: Sweeny, Larson, (Lind- absent)

Bill Sweeney stated that there was one agenda item. A water rate study was done in Duluth approximately 2.5-3 years ago. There has been an increase in water rates by Duluth, and Proctor protested the increase. Proctor has just recently received copies of the memos, so PUC will be determining what the next step will be. State Legislation has determined the new price structure for water, discouraging waste. Sweeney said that PUC has been absorbing the increased water costs for the past years, however to start recovering some money, PUC proposed to increase the water rates to 3% effective January 2015.

Consensus of the City Councilors to support PUC moving forward with the special legislation issue regarding the water rate increase.

Motion by Sweeney, seconded by Larson and carried: To adjourn the joint meeting at 6:20pm.

***1. COMMUNICATIONS**

2. PLANNING & ZONING DEPARTMENT MATTER

***3. CLERK ADVISES COUNCIL**

- A. Government Fund payroll period ended 01/25/15; Liquor Fund payroll ended 01/25/15 (attached).
- B. ALS Association ó Sponsorship thank you
- C. Reminder ó February 16, 2015 City Offices are closed in Observance of President's Day ó regular City Council meeting to be held Tuesday, Feb 17, 2015 at 6:00 p.m.

***4. COMMITTEE REPORTS**

- A. ACT Meeting Notes of January 20, 2015

Benson asked Schwarzbauer the meaning of Fire District; and stated that Kurt (not Keith) Brooks will be running for the open seat for the Canosia board.

Schwarzbauer said that the notes should read that he submitted them for the February 2, 2015, City Council Meeting.
- B. Liquor Control Meeting Minutes of October 20, 2014
- C. PEDA Meeting Minutes of November 13, 2014 & December 11, 2014
- D. Planning & Zoning Meeting Minutes of October 27, 2014

E. Tourism Committee Meeting Minutes November 18, 2014

5. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Patrick Contardo, 329-2nd Street, said he is asking Council to forgive the sewer assessment for December and January following the water break on his property.

Contardo stated that a 2 inch water line broke under his 50,000 square foot building, but he wasn't aware of the break until he received his water bill.

Peterson discussed the PUC bills that were distributed to the councilors and stated that with previous water breaks, or cases like this, the City has not forgiven the corresponding sewer bills.

Councilors agreed to table this item for the next meeting.

6. UNFINISHED BUSINESS

A. Agreement for Building Official Consulting Services with the City of Hermantown

Peterson said that this item has been on the agenda previously, and the city was waiting for a response from the Hermantown Administrator regarding insurance. The city has now received the agreement. Benson asked for more time to review the documents.

Motion by McGovern, seconded by Schwarzbauer and carried (4-1, Benson opposed): To accept the Agreement for Consulting Services with the City of Hermantown as presented.

B. KCPRO - East Snowmobile racing

Brenna said that he attended the races two weeks ago and noticed several signs with Proctor logos. He also said that the racing banquets were being held in Proctor. Schwarzbauer said that this was a good utilization of money from Tourism.

C. Storage Containers

Peterson said the council previously requested a list of properties that have storage containers, and this list was provided in the packet. Attorney Bray said he is looking for ordinance examples from other cities before the council proceeds. Item tabled until next meeting.

7. NEW BUSINESS

A. Legislative Update (Benson)

Benson stated that last week Proctor's legislative items received 1st readings and a number (HF421). On Friday the items were referred to the Property Tax Finance Division.

Peterson said that the food and beverage tax will go into effect on April 1, 2015 with letters being mailed to local businesses. Businesses can call Peterson at City Hall with any questions.

B. MN Design Team Visit

Peterson said that members from the MN Design Team came to city hall last week and discussed an agenda to prepare for their visit in April.

C. 415 S. Boundary Avenue Reimbursement of Expenses

Peterson said that the city was reimbursed for the fiber project that bored through a resident's sewer line.

D. Board of Appeal and Equalization Catch-Up Training

Peterson said that the representatives from Proctor are currently certified through 2017 (Mayor Brenna through 2016).

E. Valentine's Day Museum Fundraiser ó Special Event Packet

Motion by Benson, seconded by McGovern and carried: To approve the Valentine's Day Museum Fundraiser special event packet submitted by the Proctor Historical Society.

F. Comprehensive Plan

Peterson stated that the first meeting has been scheduled for Thursday, February 19, 2015 at 3:15pm. This meeting will be held at the community center and the main topic will be the MN Design Team and how the Comprehensive Plan committee will be assisting in this process.

G. Proctor Beautification and Trees Committee ó Schwarzbauer

Schwarzbauer stated that he has handpicked a small group of people for this committee. The document provided in the packet was informational.

H. Active Shooter and Violence in the Workplace training

Peterson explained that Rohweder forwarded this memo describing staff training. Peterson asked the council about closing the office in the event all the staff wants to attend. Brenna said that if all staff wants to attend, they should be allowed to go. McGovern stated that the MN Safety Council uses this particular trainer. Benson suggested that Chief Wobig be made aware of the training, and states it is a valuable for the staff.

Motion by Brenna, seconded by Schwarzbauer and carried (3-2, Benson and White opposed): To approve the city staff to voluntarily attend the Active Shooter and Violence in the Workplace Training as presented, as long as the chief of police is made aware of this training. The city will be paying for the training and employees' wages.

8. LABOR AND NEGOTIATIONS ISSUES

MEMBER CONCERNS

BILLS FOR APPROVAL

Motion by McGovern, seconded by Schwarzbauer and carried (4-1, White opposed): To approve the General Fund bills in the amount of \$91,732.98. Roll call vote: Schwarzbauer ó yes, White ó no; Benson ó yes; McGovern ó yes; Brenna ó yes.

Motion by McGovern, seconded by Schwarzbauer and carried (4-1, White ó opposed): To approve the Liquor Fund bills in the amount of \$21,235.21. Roll call vote: Schwarzbauer ó yes, White ó no; Benson ó yes; McGovern ó yes; Brenna ó yes.

ADJOURNMENT

Motion by White, seconded by Brenna and carried: To adjourn the February 2, 2015 City Council meeting at 7:25 pm.