

Minutes of the regular Proctor City Council meeting held on January 17, 2017 in the Community Center Council Chambers

Mayor Larson called the meeting to order at 6:00 p.m.

MEMBERS PRESENT: Councilors Jake Benson, Jim Schwarzbauer, Troy DeWall, and Gary Nowak; Mayor Philip Larson

OTHERS PRESENT: Mark Casey, City Administrator; John Bray, City Attorney; Jim Aird, Midway Township; Diane Giuliani, Civil Service Committee; Terry Carroll; Kathy Hannan; Kerry Helquist, Proctor Fire Department; Walt Wobig, Proctor Police Chief

APPROVAL OF MINUTES:

Motion by Schwarzbauer, seconded by Larson and carried: To approve the January 3, 2017 City Council Meeting Minutes.

APPROVAL OF AGENDA

Motion by Benson, seconded by Schwarzbauer and carried: To approve the agenda of January 17, 2017 as amended.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

*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

Motion by Schwarzbauer, seconded by DeWall and carried (5-0): To approve the Consent Agenda

*1. COMMUNICATIONS

2. PLANNING & ZONING DEPARTMENT MATTER

A. Board of Appeal

Casey discussed email from Planning and Zoning Chairman Tom Aldridge

*3. CLERK ADVISES COUNCIL

*4. COMMITTEE REPORTS

5. UNFINISHED BUSINESS

- *A. Council Handbook
- *B. Flashing Stop Light at Kirkus and Boundary

6. NEW BUSINESS

- A. Agenda Meeting
- B. Friends of Animal Humane Society Contract for Service

Motion by Schwarzbauer, seconded by Nowak and carried (5-0): To approve the Friends of Animal Humane Society Contract for Service as presented.
- C. Proctor Fire Department Officers (DeWall)

DeWall stated that there is the addition of Terry Schultz as Secretary.

Motion by Schwarzbauer, seconded by Benson and carried (5-0): To approve the Proctor Fire Department Officers as presented.
- D. Proctor Fire Department New Hires (DeWall)

DeWall explained that both new hires have Fire Fighter Certificate I & II.

Motion by Benson, seconded by Schwarzbauer and carried (5-0): To approve the hiring of Courtney Price and Tony Paulasanno to the Proctor Fire Department.
- E. Franchise Agreement (see attached) Ordinance First Reading

Casey explained that this is the first reading for this ordinance.
- F. League of MN Cities Leadership Training ó Feb. 24-25, 2017
Authorization to attend as quorum

Motion by Schwarzbauer, seconded by Benson and carried (5-0):

- G.** Update ó Comprehensive Plan (Schwarzbauer)
Informational Update
- H.** Liquor Store repayment of PUC loan
Item tabled
- I.** Comprehensive Plan Beautification & Trees (Schwarzbauer)
Informational Update and Report distributed
- J.** Trail Action (Benson)

Motion by Larson, seconded by Schwarzbauer and carried: For City Attorney to draft a resolution to county for removal of county parcels for sale and ask for no cost to city due to Public Purpose.
- K.** Resolution 01-17: Regarding the Administration of the Minnesota Wetland Conservation Act

Motion by Schwarzbauer, seconded by Nowak and carried (5-0): To approve Resolution 01-17 as presented.
- L.** Special Event Application ó Winter Frolic

Motion by Schwarzbauer, seconded by Larson and carried (5-0): To approve the Special Event Application as presented.
- M.** Resolution 02-17: Phone Surplus

Motion by Larson, seconded by Nowak and carried (5-0): To approve Resolution 02-17 as presented.
- N.** Proclamation ó City of Proctor School Choice Week (Jan. 22-28)

Motion failed.
- O.** City Sponsorship with Chamber for Winter Carnival (Benson)

Motion by Nowak, seconded by DeWall and carried (5-0): To approve the City Sponsorship with Chamber for Winter Carnival and also investigate the Tulip Insurance and Liability with the Dogsled rides.

7. LABOR AND NEGOTIATIONS ISSUES

MEMBER CONCERNS

Schwarzbauer invited the public to Belgian Waffles on February 11 from 8:30-11:30am sponsored by the Historical Society.

BILLS FOR APPROVAL

General Fund		Liquor Fund
\$24,503.34	End of 2016	\$20,734.05
<u>+28,192.52</u>	2017	
\$52,695.86	Total General Bills	

\$73,429.91 TOTAL BILLS FOR APPROVAL

Motion by Nowak, seconded by Larson and carried (5-0): To approve the Bills for Approval as presented in the amount of \$73,429.91.

ADJOURNMENT

Motion by DeWall, seconded by Larson and carried (5-0): To adjourn the City Council meeting at 8:07 p.m.

Respectfully submitted,

Mark Casey, City Administrator