

Minutes of the regular Proctor City Council meeting held on April 3, 2017 in the Community Center Council Chambers

Deputy Mayor Gary Nowak called the meeting to order at 6:00pm.

MEMBERS PRESENT: Councilors Jake Benson, Jim Schwarzbauer, Troy DeWall, and Deputy Mayor Gary Nowak

MEMBERS ABSENT: Mayor Philip Larson

OTHERS PRESENT: Mark Casey, City Administrator; Tammie McDonald; John Bray, City Attorney; Jim Aird, Midway Township;

APPROVAL OF MINUTES:

Motion by Schwarzbauer, seconded by DeWall and carried: To approve the March 20, 2017 City Council Meeting Minutes.

APPROVAL OF AGENDA

Schwarzbauer added 5B: Mesabi Misses

Motion by Benson, seconded by Schwarzbauer and carried: To approve the agenda of April 3, 2017 as amended.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Kathy Hannan asked about the trees that were to be replaced with the parking lot near City Hall was blacktopped. She also suggested that the Beautification Committee could be involved with the placement of the new trees.

\*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 pulled item 5B for discussion

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

**\*1. COMMUNICATIONS**

## **\*2. PLANNING & ZONING DEPARTMENT MATTER**

## **\*3. CLERK ADVISES COUNCIL**

- A. Government Fund payroll period ended 03/19/17; Liquor Fund payroll period ended 03/19/17

## **\*4. COMMITTEE REPORTS**

## **\*5. UNFINISHED BUSINESS**

- \*A. Council Handbook
- \*B. Mesabi Misses

Schwarzbauer distributed a handout and told the council that he is interested in inquiring about Tourism grant to fund ideas about the Mesabi Misses.

## **6. NEW BUSINESS**

- A. For Consideration óAppraisal of PEDDA property

Casey stated that the packet included three quotes for appraisals for the PEDDA property.

Motion by Schwarzbauer, seconded by Nowak and carried: To accept the quote from Twin Ports Appraisal not to exceed \$2000 to appraise the PEDDA property.

- B. City Wide Garbage Pick Up ó May 6, 2017 óRussell Haberman

Nowak stated that Haberman was at the last City Council meeting requesting usage of the City garbage containers following the garbage clean up. Casey said he spoke with the Street Department Foreman and they would assist in the pickup of the bags of garbage if needed.

Motion by Schwarzbauer, seconded by DeWall and carried: To approve the City Wide Parks and Roadways Garbage Pickup on May 6, 2017.

**C.** City Wide Brush Pick Up ó Tentative date May 22, 2017

Casey stated that residents should have the brush on their property by May 19, 2017 and call City Hall to be placed on the pickup list.

Motion by DeWall, seconded by Schwarzbauer and carried: To accept May 22, 2017 as the start date of the City Wide Brush Pickup.

**D.** Unallocated Lodging Tax Funds Request - \$15,000 to St. Louis County Fair and Fair Association events (unanimous recommendation from Tourism Committee) ó see Financial Statements from Fair Association

Motion by Schwarzbauer, seconded by Nowak and carried: To approve the Unallocated Lodging Tax Funds Request of \$15,000 to the St. Louis County Fair and Fair Association.

**E.** Recommendation to add Brook Rodberg to Tourism Committee (unanimous recommendation by Tourism Committee)

Benson suggested that it would be nice if the applicant appeared before Council to answer some questions and hear about their vision for the committee. Nowak said that knowing where Rodberg is employed, and it was a unanimous decision, he is in favor of her appointments. DeWall stated that the council doesn't want to micromanage the committees, but it would be helpful to have additional information. Council asked administration to email more information about Rodberg.

Motion by Nowak, seconded by DeWall and carried: To approve Brook Rodberg to the Tourism Committee.

**F.** Minnesota Tourism - 2015 Economic Impact (Schwarzbauer ó Informational)

Schwarzbauer said that he feels that Proctor sits well for Tourism and Economic Development. The documents in the packet are informational.

**G.** Collaborative Marketing for Tourism and Economic Development (Schwarzbauer)

Informational information submitted by Councilor Schwarzbauer.

**H.** Resolution 13-17 For The Appointment of Seasonal Laborer for Parks Department (Also see Parks & Recreation meeting minutes of February 9, 2017)

Casey stated that the Parks and Recreation Committee previously approved Angie

Peterson for seasonal employment. Casey said that this resolution would give the Parks Department the ability to hire an additional seasonal worker if needed.

Motion by Schwarzbauer, seconded by DeWall and carried: To approve Resolution 13-17 as presented.

- I. Event Packet Requiring all Applications to be Completed and Submitted by a Deadline ó make recommendation to Public Safety

DeWall said that the council and the Public Safety committee need continuity on the time lines requested for submission of events. He said that Public Safety meets on April 10 and he is looking for a recommendation from Council at this time. Benson suggested a 60 day requirement, and DeWall agreed with his suggestion. Casey stated that the timeline needs to reflect the amount of time the Police Department needs to rearrange schedules if needed. Also, Casey said that this change will be an Ordinance change that will require a change in City Code including publications. DeWall will report back to Council next meeting.

- J. Hermantown Movie in the Park ó Request for Usage of Proctor Equipment

Schwarzbauer stated that this request has been annual from the Hermantown Summerfest committee.

Motion by DeWall, seconded by Nowak and carried: To approve the request for Usage of Proctor Equipment for the Hermantown Summerfest Movie in the Park.

Motion by DeWall, seconded by Nowak and carried: To recess the City Council meeting at 6:53 to discuss Labor and Negotiations according to State Statute 13D.

## 7. LABOR AND NEGOTIATIONS ISSUES (Closed Session)

- A. Union and Negotiations Update

Motion by DeWall, seconded by Schwarzbauer and carried: To reopen the City Council meeting at 7:15pm.

## 6. NEW BUSINESS (continued)

- K. Labor Agreement

## MEMBER CONCERNS

Benson gave a Legislative Tax Bill update.

Nowak gave a Golf Advisory Board that included Meeting Minutes. Motion by Benson, seconded by DeWall and carried: To approve the Golf Advisory Board meeting minutes of April 3, 2017.

Schwarzbauer distributed a list of Web Designers in Duluth.

## BILLS FOR APPROVAL

General Fund	Liquor Fund
\$38,916.43	\$52,997.84
\$91,914.27	TOTAL BILLS FOR APPROVAL

Motion by Schwarzbauer, seconded by Nowak and carried: To approve the bills in the amount of \$91, 914.27.

## ADJOURNMENT

Motion by DeWall, seconded by Nowak and carried: To adjourn the City Council meeting at 7:30pm.