

Minutes of the regular Proctor City Council meeting held Monday, June 18, 2018 in the Community Center Council Chambers.

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

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

OTHERS PRESENT: Administrator Mark Casey; City Attorney John Bray; Kathy Resberg, Irving Community Club Jim Aird, Midway Township, Shawn McGovern, Nick Greenwood, Janis Anderson, Peggy Vanderscheuren, Erica Johns, Jason and Tammy Lofdahl, Sgt Tim Redfield, Paula Peterson

APPROVAL OF THE MINUTES:

Motion by, DeWall seconded by Schwarzbauer and carried (5-0): To approve the June 4, 2018 City Council Meeting Minutes. Schwarzbauer did comment on the minutes and the fireworks donation process.

APPROVAL OF THE AGENDA:

Motion by Schwarzbauer, seconded by DeWall and carried (5-0): To approve the agenda for June 18, 2018, with the following additions: 7A: Closed Meeting to Address Attorney Client Privilege and Hiring Committee Review. 6B was to be deleted. Schwarzbauer wanted to add to members concerns: Proctor 125 year anniversary, E3 (Educate, Eating and Exercise)

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:

Janis Anderson wanted the city to address and fix the dip at the intersection of 3rd Ave and 5th Street from last year county road construction. Casey will contact the County

***APPROVAL OF THE 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, with item 4A to be pulled and added as item 6P (Liquor Control Minutes).

***1. COMMUNICATIONS**

A. St. Louis County Communications on Comprehensive Plan

2. **PLANNING AND ZONING DEPARTMENT MATTER**

*3. **CLERK ADVISES COUNCIL**

A. Government and Liquor Fund Payroll Period Ended 06/6/2018

*4. **COMMITTEE REPORTS**

A. Liquor Control Board and Public Safety Minutes of 6/6/18

*5. **UNFINISHED BUSINESS**

*A. SRO

6. **NEW BUSINESS**

A. Second Reading of Ordinance 02-18 Sec 200 of City Code Entitled Council and Administration.

Motion by Schwarzbauer, second by DeWall and carried (5-0) after discussion of the qualifications that are not spelled out in the ordinance for the advisory member. City Attorney Bray stated it is at the discretion of the City Council to create qualifications as the position is only advisory.

B. Resolution 23-18 – Appointing Council Member to Liquor Control Board

This agenda item was pulled from action as two Councilpersons had already been named to the Liquor Control Board. Gary Nowak and Phil Larson.

C. Resolution 24-18 Naming Advisory Member to Liquor Control Board

Motion by Larson, second by Nowak and to name Dick Kari to the board as Mayor Larson explained his experience in the liquor business. No Vote taken. Motion by Schwarzbauer, second by DeWall and carried (4-1 Larson voting Nay) to table the discussion to another meeting to quantify qualifications.

D. Special Event Application – Hoghead Field Station Car Show for 8/15/18

Motion by Schwarzbauer, second by Nowak and carried (5-0) to approve the event application for 8/15/18 from 12:00 noon to 9 p.m. for a car show.

E. Special Event Application – Hylla 5k and Green/White Mile

Motion by Dewall, second by Schwarzbauer and carried (5-0): To approve the special event application on 8/18/18 from 6 a.m. to 11 a.m. to have the Hylla 5k run and the Green/White mile run.

F. Resolution 22-18 Authorizing Consumption of Alcoholic Beverages in Public Places in Conjunction with Festival

Motion by Larson, second by Nowak and carried (4-1 Benson voting Nay): permit the consumption of alcoholic beverages in public places in conjunction with a festival

Discussion by Benson on the 1:00 a.m. end time in the resolution stating the ending time is against city code. Attorney Bray explained that essentially the motion waives the code. Benson also had safety concerns in regards to the late time and what safety precautions were discussed at Public Safety. Was “wandering” of attendees discussed in order to protect against weapons brought in. Officer Redfield explained the matrix and the estimated attendees will warrant the appropriate amount of officers.

G. Special Event Application – 2018 Hoghead Festival

Motion by Nowak, second by Benson and carried (5-0) to approve the Lions Hoghead Festival and parade for 8/18/18 from 7a.m. to 5 p.m.

H. Special Event Application – 2018 Hoghead Street Dance

Motion by Nowak, second by Larson and carried (4-1 Benson voting nay) to approve the Hoghead Street Dance from 10 a.m. to 1 a.m. on 8/18/18 to 8/19/18.

Discussion by Benson on security for the dance and why the dance is scheduled for such a great length of time. Sally Hedtke, Events Coordinator of the City explained it is actually two separate events. 10 a.m. to 5 p.m. is put on by the Lions Club and from 5 p.m. to 1 a.m. is sponsored by the Powerhouse Bar. Hedtke also explained that security had been discussed by the Public Safety Committee.

I. Resolution 25-18 Non Objection of Issuance of State of MN Charitable Gambling License

Motion by Larson, second by Benson and carried (5-0) to approve the application by the Irving Community Center for gambling/bingo during the South St. Louis County Fair.

J. Resolution 26-18 Appointment of Election Officials and Judges

Motion by Benson, second by Schwarzbauer and carried (5-0) to appoint Administrator Casey as the Official, Carol Lind and Mary Ann Suliin as Head Judges, Robin Hansen, Michelle Francisco, Mary Jo White, Arlene Thygeson, Carol Ward, Ardyth Graves, James Anderson, and Sandy Karlson as election judges.

K. Resolution 27-18 Establishing Polling Place

Motion by Benson, second by DeWall and carried (5-0) to establish the City Community Center of Proctor 100 Pionk Drive, Proctor, MN as the official polling place for all elections in 2018.

L. Dead Sod – Benson

Motion by Larson, second by Schwarzbauer and carried (5-0) to direct City Administrator to contact the County in regards to any warranty on the dead sod from the County's 2017 construction project.

Benson stated a number of areas that had sod put down were dead due to too much rain poor preparation. Larson gave reasons as to why sod will not prosper, mostly due to lack care.

M. Golf Course Tree Removal

No action was taken on this item. Discussion by Benson stating some of the regular Golfers were concerned about the dead trees on the course and needed to be taken down. Benson provided a map with the trees located. DeWall stated if the Golf Board or Parks Recreation have been approached with the situation and those two committees should take the issue up.

N. Set Special Council Meeting to Address Investigation

Motion by Schwarzbauer, second by DeWall and carried (5-0) to set the special meeting for Monday June 25, 2018 at 5:00 p.m. in council chambers.

O. Resignation

Motion by Schwarzbauer, second by Benson and carried (5-0) to accept the resignation of Michelle Francisco.

Discussion by the Mayor on behalf of the City Council thanking her for 24 years of excellent service to the community, her co-workers, and the Police Department.

P. Liquor Control Minutes

Motion by Schwarzbauer, second by Larson and carried (5-0) to approve the minutes of the Liquor Control Board as Schwarzbauer had concerns of the make up of the Board when motions were made and if it was appropriate.

Motion by Dewall, second by Schwarzbauer and carried (5-0) to go into "Closed Session" per MN Statutes 13D to discuss attorney client privilege at 6:50 p.m.

7. LABOR AND NEGOTIATIONS – Per MN Statutes 13D Closed Meeting

Discuss attorney client privilege

Motion by Dewall, second by Larson and carried (5-0) to adjourn the Closed Meeting and resume the regular City Council meeting at 7:13 p.m.

MEMBERS CONCERNS:

Schwarzbauer:

1. E3: Education, Eating, and Exercise
2. How to reward an Employee
3. Proctor 125 year anniversary in 2019. Explaining people and the city need to be involved in planning a special event.

Benson:

Nowak:

DeWall:

Mayor Larson and Administrator Casey:

BILLS FOR APPROVAL

General Bills: \$2,103,587.58

Liquor Bills: \$27,845.56

Total: \$2,131,433.14 Which reflects a payment to St. Louis County for \$1,973,676.93 for the 6th St and Almac Drive construction.

\$ TOTAL BILLS FOR APPROVAL

Motion by Larson, seconded by Schwarzbauer and carried (5-0): To approve the bills for payment as listed.

ADJOURNMENT

Motion by Nowak, seconded by DeWall and carried (5-0): To adjourn the City Council meeting at 7:29 pm.