

Minutes of the regular Proctor City Council meeting held Monday April 1, 2019 in the Community Center Council Chambers.

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

MEMBERS PRESENT: Benson, DeWall, Johnson, Nowak and Ward

MEMBERS ABSENT:

OTHERS PRESENT: City Attorney John Bray, City Administrator Mark Casey, City staff Sally Hedtke, Chief of Police Kent Gaidis, Jim Aird, Tammy Lofdahl, Jason Lofdahl, and Peggy Vanderscheuren.

APPROVAL OF THE MINUTES:

Motion by Benson, seconded by Dewall and carried (5-0) to approve the City Council Meeting Minutes of Tuesday March 18, 2019.

APPROVAL OF THE AGENDA:

Motion by Johnson, seconded by Benson and carried (5-0) to approve the Agenda as presented.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:

John Bray made a conference call to attorney Jared ____ who gave a summary of current litigation on opioid crisis and Federal court claims. Councilors and Attorney Bray asked questions about the retainer agreement, and costs to the City. No action by the Council at this point but Councilors should contact Mr. Bray with questions.

***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 Benson, seconded by Johnson to approve the Consent agenda. Benson asked to pull items 4 A, B, and D. Motion by Benson, seconded by Johnson and carried (5-0).

Motion by Benson, seconded by Dewall and carried (5-0) to close the regular meeting to a closed meeting per MN Statutes 13D to discuss Labor and Negotiation Issues. Time: 6: 17 p.m.

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

A. Attorney Client Privilege

Motion by Johnson, seconded by Nowak and carried (5-0) to adjourn the closed meeting and reconvene the regular City Council Meeting. Time: 6:47 p.m.

***1. COMMUNICATIONS**

- A. Gold Cross Ambulance Service Renamed to Mayo Clinic Ambulance Service
- B. Transportation Advisory Committee (TAC) Meeting Summary of February 19, 2019.
- C. State of the Cities 2019
- D. Invitation: 2020 Census Kickoff
- E. Operation K-9 Fundraising Event

2. PLANNING AND ZONING DEPARTMENT MATTER

None.

***3. CLERK ADVISES COUNCIL**

- A. Government Fund Payroll and Liquor Fund Payroll Period Ended 03/17/19
- B. Update on Tax Forfeited Property

***4. COMMITTEE REPORTS**

- A. Proctor Public Utilities Commission Meeting Minutes of Monday, January 14, 2019

Benson thanked the PUC for the minutes but had concerns for why the minutes have been missing for some time.

- B. Proctor Public Utilities Commission Meeting Minutes of Friday, February 8, 2019

Benson had concerns as to who the PUC can make donations to and why regular Meeting dates have been changed to facilitate a quorum. Questions on a CIP rebate. Casey stated the rebate may be related to a water break that involved the railroad and charges the PUC incurred.

- C. Planning and Zoning Meeting Minutes of Monday, March 25, 2019

- D. Safety Committee Meeting Minutes of January 30, 2019

Benson liked seeing the Safety Committee Minutes and had concerns over the Lack of information made to the public when there are water breaks and other issues. Stated the Northland Alert may be a good avenue for getting information out to the public.

***5. UNFINISHED BUSINESS**

6. NEW BUSINESS

A. Personnel Committee

Motion by Johnson, second by Nowak and carried (5-0) to direct the City Attorney as discussed closed session and to hold a special meeting for April 5, 2019 at 8:00 a.m. in council chambers.

B. Ordinance No. 01-19 Ordinance Amending Section 1002 of the City Code entitled "Zoning"

Casey explained that this would be the second reading of the Ordinance. Discussion by Council on how this relates to banners in the City.

Motion by Johnson, second by Benson and carried (5-0), to approve Ordinance No. 01-19 Ordinance Amending Section 1002 of the City Code entitled "Zoning".

C. Resolution No. 14-19 Establishing a Performance Measurement System

Discussion by Council on value of the performance measurement system and survey costs.

Motion by Benson, seconded by Ward for Resolution No. 14-19 Establishing Performance Measurement System. Vote and roll call vote. Voting Aye: Benson. Voting Nay: Johnson, Nowak, Dewall, Ward. Motion failed (1-4).

D. Resolution 21-19 Increase in Pay for Part-time Custodial Employees.

Motion by Johnson, seconded by Dewall and carried (5-0) to approve Resolution 21-19 Increase in Pay for Part-time Custodial Employees. \$10.50/hr starting wage and \$11.00/hr for current employee.

E. Fire Department Application

Motion by Dewall, seconded by Johnson and carried (5-0) to approve the Fire Department Application and hire Andrew Leibel.

F. Annexation Court Ruling

Motion by Johnson, seconded by Nowak and carried (5-0) to direct Attorney Bray to get new city lines drawn and notify assessors office.

G. Code of Ordinances

Motion by Benson, seconded by Dewall and carried (5-0) to direct City Administrator Casey to continue working with League of MN Cities and getting updated costs.

H. Mechanical Services

Discussion by Casey on the current contract for maintenance services, and options on whether to continue services with provider or send out RFPs.

Motion by Johnson, seconded by Dewall and carried (5-0) to authorize Casey to get information on options and costs for continued mechanical services.

I. Opioid Litigation – John Bray

Informational only at this point.

Motion by Benson, seconded by Dewall and carried (5-0) to table this item at this time.

MEMBER CONCERNS

Benson: Benson gave an update on current legislative bonding for regional capital improvements. He also asked about the status of the city hall water damage. Casey gave Council an update on status of engineers and architect reports. Attorney Bray suggested that this be placed on a council agenda for further discussion.

DeWall: Dewall discussed the need to establish 5 year plans for improvements and maintenance for facilities, streets, and city department capital expenditures.

Johnson: Johnson and his wife provided lunch to city hall staff, and noted that this was a great opportunity to see city staff having a good time together.

Nowak: Nowak noted that a recent item he read in the paper discussed concern about city snow removal issues, and he clarified that city staff was doing their job.

Ward: Ward informed council that April 7th is National Volunteer Week and to thank all city volunteers. He also suggested that a hiring committee be put together for upcoming staff needs.

BILLS FOR APPROVAL

General: \$59,797.56

Liquor: \$32,703.96

Total: \$92,501.52

TOTAL BILLS FOR APPROVAL: \$92,501.52

Motion by Johnson, seconded by Ward and carried (5-0) to approve the bills for payment as listed.

ADJOURNMENT

Motion by Dewall, seconded by Johnson and carried (5-0) to adjourn the City Council meeting at 7:46 p.m.

Respectfully submitted,

Chad Ward, Mayor

Mark Casey, City Administrator