

Minutes of the regular Proctor City Council meeting held Monday, May 20, 2019 in the Community Center Council Chambers.

Mayor Ward called the meeting to order at 6:51 p.m.

ROLL CALL: Chad Ward, Jake Benson, Gary Nowak, Rory Johnson, and Troy Dewall

OTHERS PRESENT: City Attorney John Bray, City Administrator Mark Casey, Sally Hedtke, Tammy Lofdahl, Jason Lofdahl, Jim Aird, Dick Kari, and Peggy Vanderscheuren.

#### APPROVAL OF MINUTES

Benson stated that during Comments and Suggestions at the May 6 Council Meeting, his statement included the words “or if anything leads to a decision” in clarifying whether councilor attendance would violate the open meeting rules. Benson also noted that SEH was misspelled in the May 6, 2019 Special Meeting Minutes.

Motion by Benson, seconded by Dewall and carried (5-0) to approve the City Council Meeting Minutes and the Special Council Meeting Minutes of Monday May 6, 2019.

#### APPROVAL OF AGENDA

Benson tabled 6A. Johnson added 6I- Hoghead Festival, 6J-Hoghead Talent Contest and 6K-Memorial Day Observance.

Motion by Johnson, seconded by Benson and carried (5-0) to approve the amended City Council Meeting Agenda of Monday May20, 2019.

#### COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

None

\*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 Benson, seconded by Dewall and carried (5-0) to approve the Consent Agenda.

#### \*1. COMMUNICATIONS

- A. St. Louis County Inspection Reports
- B. Essentia Health Foundation
- C. Grandmas Marathon

D. Special Election Results

2. PLANNING & ZONING DEPARTMENT MATTER

None

\*3. CLERK ADVISES COUNCIL

A. Government Fund Payroll and Liquor Fund Payroll Period

\*4. COMMITTEE REPORTS

A. Proctor City Council Minutes of May 6, 2019

B. Proctor City Council Special meeting Minutes of May 6, 2019

\*5. UNFINISHED BUSINESS

A. Purchasing Policy

B. Museum Loan-Excerpt of Minutes

6. NEW BUSINESS

A. Minnesota Mayors Association – removed by Benson

B. Arbor Day Proclamation

Casey explained that Proctor is a Tree City and has an annual event to plant a tree with youth groups help. He is asking for Council approval of an Arbor Day Proclamation.

Motion by Benson, seconded by Johnson and carried (5-0) to approve the Arbor Day Proclamation.

C. Resolution 22-19 Consumption of Alcoholic Beverage in Public Space

Resolution 22-19 will authorize the City to declare a festival for the days and events as shown on attached maps.

Motion by Johnson, seconded by Dewall and carried (5-0) to approve Resolution 22-19 Consumption of Alcoholic Beverages in Public Space.

D. Resolution 25-19 Expenditure of Funds

Casey explained that the Council approved a contingency fund of \$5,000 to be used by the Mayor and approved by Council. Mayor Ward said that he would like to use the entire \$5,000 for the 2019 Hoghead fireworks. Benson suggested that the fireworks be moved to Friday so that if there was a rain date needed it would be on Saturday. Hedtke explained that the fireworks provider could only do the fireworks on Saturday night.

Motion by Ward, seconded by Dewall and carried (5-0) to approve Resolution 25-19 Expenditure of

Funds for \$5,000 for Fireworks.

E. Resolution of 26-19 of Non-Objection for Issuance of Gambling License

Motion by Benson, seconded by Johnson and carried (5-0) to approve Resolution 26-19 Non-Objection for Issuance of Gambling License

F. Server Purchase

Casey reviewed information and reports that the City needs a new server, since the current one has been assessed as old and nearly at capacity. The city has an option to either purchase or lease a new server. Casey recommends that the city purchase a server since a lease contract would be more expensive.

Motion by Nowak, seconded by Dewall and carried (5-0) to approve the purchase of a new city server totaling \$8,740 from Compudyne.

G. Fairground Dirt Floor Arena Contract

Motion by Nowak, seconded by Johnson and carried (5-0) to approve the contract between the Dirt Floor Arena and the Fair Association.

H. Fairgrounds Claim

Casey reported that the Dirt Floor Arena sustained damage to the building over the winter. Two estimates for the cost of repairs were provided. The City is obligated to pay for insurance for Fairgrounds property buildings. The League of Minnesota Cities estimates it will cover about \$20,000 for damages. The Fair Association is responsible for the remaining cost of repairs. The Dirt Floor arena has a lease agreement with the Fair Association, and that contract does not obligate the arena to pay for maintenance or repairs to the building. Casey is asking for a council to consider whether the city will cover the additional cost for repairs to the arena. No decision needs to be made at this time since the Fair Association doesn't want to make repairs until after the July Fair.

Motion by Johnson, seconded by Nowak and carried (5-0) to table the Fairgrounds claim until more information is provided.

I. Approval of 2019 Hoghead Festival Event

Motion by Nowak, seconded by Johnson and carried (5-0) to approve the 2019 Hoghead Festival Event.

J. Approval of 2019 Hoghead Talent Contest Event

Motion by Nowak, seconded by Dewall and carried (5-0) to approve the 2019 Hoghead Talent Contest.

K. Approval of 2019 Memorial Day Observance Event

Motion by Johnson, seconded by Nowak and carried (5-0) to approve the 2019 Memorial Day Observance.

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

None

MEMBER CONCERNS

Benson: Benson discussed the schedule and list of courses available at the upcoming League of Minnesota Cities Conference. He also gave an update on the legislative issues and items in the current session. Benson reported on a conference he attended last week.

DeWall: None

Johnson: None

Nowak: None

Ward: Ward reported that a recent MIC meeting he attended listed seven proposed projects for Proctor. He also attended the recent School Board meeting, and reported that the school will set up a committee to work with the city on SRO issues.

Administrator: None

BILLS FOR APPROVAL

General: \$ 36,312.62

Liquor: \$ 36,433.21

TOTAL BILLS FOR APPROVAL: \$ 72,745.83

Motion by Johnson, seconded by Benson 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 meeting at 7:29 p.m.

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Chad Ward – Mayor

Attest: \_\_\_\_\_

Mark Casey – Administrator/Clerk

