

MINUTES OF THE PROCTOR CITY COUNCIL MEETING OF Monday, September 16, 2019.

Meeting was called to order by Mayor Ward at 6:07 p.m.

MEMBERS PRESENT were Chad Ward, Troy DeWall, Gary Nowak, Rory Johnson and Jake Benson.

OTHERS PRESENT were Mark Casey, John Bray, Kent Gaidis, Jim Aird, Peggy Vanderscheuren, Phil Larson, and Megan Jordan

Motion by Ward, seconded by Johnson to approve the City Council Meeting Minutes of Tuesday, September 3, 2019. Motion rescinded

Motion by Nowak, seconded by DeWall and carried (5-0) to approve the City Council Meeting Agenda of Monday, September 16, 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)

Item 5A is omitted from Consent Agenda

Motion by Ward, seconded by Benson and carried (5-0) to Approve the Consent Agenda.

*1. COMMUNICATIONS

*2. PLANNING & ZONING DEPARTMENT MATTER

*3. CLERK ADVISES COUNCIL

Payroll – Government fund payroll and liquor fund payroll period 8/19/2019-9/1/2019

* 4. COMMITTEE REPORT

A. PEDA minutes from 9/10/2019

B. PUC Meeting minutes 6/24/2019, 7/1/2019, 7/8/2019

C. Parks & Rec Meeting minutes 6/13/2019

* 5. UNFINISHED BUSINESS

A. PEDA Loan

Motion by DeWall, seconded by Johnson and carried (5-0) to accept the judgement from referee on PEDDA Loan in the amount of \$2593.48

* 6. NEW BUSINESS

A. SRO Agreement with School District #704

Casey and Gaidis clarify the date and length of the agreement and that the dates line up with the budgeting period of the school. Details regarding the service and location of the SRO are discussed in terms of assisting with both school and city services. Benson asks about staffing needs of the city, chain of command, and evaluation processes. Gaidis clarifies those details in reference to the agreement. Bray explains the addition of 30-day termination clause.

Motion by DeWall, seconded by Nowak and carried (5-0) to accept the SRO agreement with the addition of 30-day termination clause.

B. Set Proposed Levy

Casey explains the proposed levy needs to be set prior to the September 30th deadline. The proposal shows a 5% increase and explains that the levy can be set at a higher percentage and lowered but cannot be increased. A 7% increase of \$1661277.00 is recommended.

Motion by Johnson, seconded by DeWall and carried (5-0) to set proposed levy at 7%.

C. Truth and Taxation – set Public Hearing

Motion by Ward, seconded by Benson, and carried (5-0) to set Truth & Taxation Public Hearing for December 2nd, 2019 at 6:01 p.m.

D. Easement agreement

Bray clarifies that the reviewed agreement has not been received.

Motion by Ward, seconded by Johnson and carried (5-0) to table the easement agreement.

E. Call for Public Hearing on Assessments for Almac and 6th St – Resolution 38-19.

Larson asks if property owners will receive written notice of assessments. Casey clarifies process, breakdown of costs, and additional details.

Motion by Ward, seconded by Nowak and carried (5-0) to set the Public Hearing for October 17, 2019 at 5:00 p.m.

F. MIC Alternate

Motion by Ward, seconded by Johnson and carried (5-0) to appoint Benson to MIC Alternate Commission.

G. Resolution 39-19 Participate in County Road Striping/Chip Seal Program

Motion by Benson, seconded by Nowak and carried (5-0) to accept resolution 39-19.

H. IRIS Proclamation

Casey explains this is a day of remembrance for families that have experienced the loss of an infant or child.

Motion by Nowak, seconded by DeWall and carried (5-0) to accept Resolution 37-19.

Motion by Johnson, seconded by Nowak and carried (5-0) to close the regular council meeting at 6:52 p.m. per MN Statutes 13D Closed Meeting for attorney-client privilege, arbitration and pending and existing litigation and because both items listed addressed privileged information.

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

A. Attorney client privilege

Motion by Johnson, seconded by Nowak and carried (4-0) to re-open the regular City Council meeting Per MN Statutes 13D Closed Meeting at 7:07 p.m.

6. New Business (Continued)

I. Personnel

Motion by Benson, seconded by Johnson and carried (4-0 – Ward abstaining) to accept city attorney's recommendation.

MEMBER CONCERNS

Benson: None

DeWall: Items discussed were the HWY 2 and 2nd St Intersections, specifically the patching of the blacktop. The timing of the lights has been an issue as well. Casey clarifies the county has been made aware of the timing of the lights and will address the blacktop resurfacing issues. Also mentioned the stop sign interference at the Almac & Bee Street intersections.

Johnson: Discussed the Parks and Rec meeting and suggested the street committee needs to meet.

Nowak: Added the congestion at Hwy 2 and 2nd St and suggested reaching out to CN.

Ward: Asked for representation at the Kwik Trip Grand Opening Celebration

Administrator: Confirmed the Public Hearing for the Short-Term Rentals on 9/23/2019.

BILLS FOR APPROVAL

General: \$ 226,431.62

Liquor: \$ 21,694.49

TOTAL BILLS FOR APPROVAL: \$248,126.11

Motion by DeWall, seconded by Johnson and carried (5-0) to approve the Bills for Approval as Submitted.

Motion by DeWall, seconded by Johnson and carried (5-0) to adjourn the City Council Meeting at 7:25 p.m.

Chad Ward, Mayor

Mark Casey, City Administrator