

MINUTES OF THE PROCTOR CITY COUNCIL MEETING OF Monday, March 2nd, 2020

Meeting was called to order by Mayor Ward at 6:04 p.m.

MEMBERS PRESENT: Chad Ward, Gary Nowak, Rory Johnson and Jake Benson.

OTHERS PRESENT: Interim City Administrator Troy DeWall, Jim Aird, Peggy Vanderscheuren, Megan Jordan, City Attorney John Bray, Kathy Hannan, Joseph Pelawa

Motion by Johnson, seconded by Nowak and carried (4-0) to approve the City Council minutes from Tuesday, February 18, 2020.

Motion by Johnson, seconded by Benson and carried (4-0) to approve the agenda of Monday, March 2nd, 2020.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:

Kathy Hannan clarifies the development of non-motorized and motorized trails. Benson clarifies the Hermantown group completing the grooming of trails will take place on motorized trails.

Motion by Johnson, seconded by Ward and carried (4-0) to approve the Consent Agenda.

6. NEW BUSINESS

A. Enbridge

Presentation to be rescheduled at a later date.

B. Federal Recreational Trail program- Informational only, no action taken.

Benson states that this is a grant application that was due February 28th. Hermantown submitted an application to purchase equipment for grooming equipment. The Hermantown Night Riders Organization will be completing the grooming for the trails.

C. Local Trail Connections Program

This is a section of trails to be completed linking Proctor with the Hermantown/Willard Munger trail connections.

Motion by Johnson, seconded by Benson and carried (3-1 Nowak voting no) to move forward with grant application. A discussion questioning weather there is enough City Hall staff on hand at the moment to complete the application and the grant process.

D. Resolution 05-20 Outdoor Recreation Grant Program

This application is due March 27th, 2020. This program purpose is to increase and enhance outdoor recreation facilities in local and community parks throughout the state. This program provides matching grants to local units of government for up to 50% of the cost of acquisition, development, and/or redevelopment of local parks and recreational areas.

Motion by Benson, seconded by Ward and carried (4-0) to approve resolution 05-20 authorizing Interim City Administrator Troy DeWall to complete grant application.

E. 201.04 Addition to City Code – Second Reading

Attorney Bray states that he was asked to draft an addition to City Code to make clear specifications when adding items for the agenda.

Motion by Johnson, seconded by Ward and carried (4-0) to accept 201.04 addition to City Code with approval going into effect after publication.

F. 842 6th St

Attorney Bray states this letter is the homeowner's response to the complaint received. Requests approval from Council to continue conversation with homeowner.

Motion by Ward, seconded by Johnson and carried (4-0) to approve Attorney Bray to continue conversation with homeowner.

G. Proposed Snowmobile Trail – Informational only no action taken.

Maps were submitted illustrating proposed expansion of snowmobile trails. Nowak suggests getting more information and clearer maps before proceeding with decisions on where to build snowmobile trails. These trails would coincide with the grant application discussed in item 6A. Nowak suggests taking a more detailed look at trail development.

H. Resolution 09-20 Conditional Use Permit

DeWall states a conditional use permit application was received for the short-term rental property at 401 6th St. Planning and Zoning Commission approved the application at the January 27th, 2020 meeting.

Motion by Nowak, seconded by Johnson and carried (4-0) to approve conditional use permit Resolution 09-20.

I. Delinquent Taxes

DeWall states a parcel located in the middle of what is now Kirkus St. has delinquent taxes since 2010. Per conversation with Sean Worthington at St. Louis County, this can be re-classified.

Motion by Ward, seconded Johnson and carried (4-0) to take no action and wait for re-classification process.

J. Amend City Code 1002.22

Recommend to accept amendment as having Building Official on Planning & Zoning.

Motion by Ward, seconded by Johnson and carried (4-0) to publish amendments and approve second reading following publication.

K. Amendments to Ordinance 05-19 Short-Term Rentals

Planning & Zoning accepted recommendations sent from Council on Ordinance 05-19.

Motion to accept amendments to ordinance 05-19 and move first reading along with publication.

LABOR AND NEGOTIATIONS ISSUED – PER MN STATUTES 13D Closed Meeting

Motion by Ward, seconded by Johnson and carried (4-0) to close the regular City Council meeting and open closed session at 6:41 p.m.

Council meeting opens at 7:10 p.m.

NEW BUSINESS (continued)

L. Motion by Johnson, seconded by Benson and carried (4-0) to accept Resolution 10-20

M. Motion by Johnson, seconded by Ward, and carried (4-0) to accept individual contract with Troy DeWall. \$200.00 will come off of first monthly bill for services.

MEMBERS CONCERNS:

Benson: Asks about the Planning & Zoning minutes reflecting Home Occupation permits for 2020. He states these are typically submitted to Council and recommended for approval. Bray clarifies approval from Council.

Johnson: None

Nowak: Team Duluth has been racing on the weekends. Freestyle events have been impressive, encourages spectators to attend.

Ward: Spoke with Rep. Marquhart and the tax committee advises no advancement on submissions received after the deadline. He noted the diligence of employees working in the absence of other staff members.

Administrator: MN Dept of Health certification of compliance took place. A few minor changes have been completed and the kitchen is in good standing. Fire equipment grant is pending approval on SAMS account. Working on getting access completed. Planning & Zoning have discussed licensing and fees for short-term rentals. Bray states that inspection has to take place and be on license form.

BILLS FOR APPROVAL:

General Bills: \$72,514.86

Liquor: \$38,674.01

Total: \$111,188.87

Ward states a correction on the liquor check register to Superior Glazer instead of South St. Louis Soil and Water.

Motion by Johnson, seconded by Nowak and carried (4-0) to approve the bills as submitted.

Motion by Ward, seconded by Nowak and carried (4-0) to adjourn the City Council meeting at 7:24 p.m.

Chad Ward, Mayor

Interim City Administrator