

MINUTES OF THE PROCTOR CITY COUNCIL MEETING OF Monday, March 16, 2020

Meeting was called to order by Mayor Ward at 6:00 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, Jason Lofdahl, Tammy Lofdahl, Craig Lofdahl, Dick Kari

Motion by Benson, seconded by Johnson and carried (4-0) to approve the City Council minutes from Monday, March 2, 2020.

Motion by Johnson, seconded by Nowak and carried (4-0) to approve Special City Council Minutes – Budget Session minutes September 3, 2019-November 19, 2019.

Motion by Ward, seconded by Johnson and carried (4-0) to approve the joint City Council/Police Civil Service Commission minutes.

Motion by Ward, seconded by Nowak and carried (4-0) to approve the agenda of Monday, March 16th, 2020 adding item:

6 U. Liquor Store Sign Quote

Jason Lofdahl announced the partnership with Halvor Lines and the agreement reached at the Proctor Speedway. Halvor Lines Speedway, Proctor MN will begin operation in the summer of 2020. He states the great opportunity for the racetrack and is looking forward to continuing to bring great events for the community.

Motion by Johnson, seconded by Ward and carried (4-0) to approve the Consent Agenda with item 4A pulled for discussion.

Item 4A:

Liquor Control Meeting Minutes need to have a date corrected from September 28, 2017 to September 28, 2019.

## 6. NEW BUSINESS

A. Benson states the Governor's response and recommendations for the COVID-19 pandemic. These recommendations cover utility payments, waiving late fees, and the closings of schools and universities. This is an ongoing issue with lots situations changing quickly. Mayor Ward released a statement to the community and Attorney Bray states that meetings can be conducted electronically in an emergency situation if need be. Discussion follows including closing City buildings to public access with the liquor store conducting business as usual. Interim Administrator DeWall has been in communication with the Food Shelf coordinators. He recommends closing City Hall to public access. Food Shelf operations will continue as usual for Wednesday, March 18, 2020. Mayor Ward states that changes are occurring rapidly and evolving.

Motion by Nowak, seconded by Johnson and carried (4-0) to allow food shelf to continue operations for Wednesday, March 18, 2020 and close City buildings with the exception of the Mountain Spirits Liquor Store to the public with City staff to conduct business as usual.

B. SWCD 2020 Service Contract

DeWall states this contract South St. Louis Soil & Water Conservation District to assist with soil and water analysis agreement has been useful and recommends continuing the agreement for 2020.

Motion by Johnson, seconded by Nowak and carried (4-0) to approve the SWCD 2020 service contract.

C. Proctor Fire Department Resignation

Motion by Johnson, seconded by Benson and carried (4-0) to approve the resignation from C. Talbot as submitted.

D. City Code 1002.22 Second Reading

Planning & Zoning recommends amending commission appointments.

Motion by Nowak, seconded by Benson and carried (4-0) to accept Planning & Zoning amendments to commission appointments.

E. Amendments to 05-19 Second Reading

Motion by Johnson, seconded by Ward and carried (4-0) to accept the amendments to ordinance 05-19 after publication on March 26<sup>th</sup>, 2020.

F. Proctor Speedway Media Day

Motion by Johnson, seconded by Nowak and carried (4-0) to approve Proctor Speedway Media Day for April 29<sup>th</sup>, 2020 upon receipt of current certificate of liability insurance coverage.

G. Powerhouse Bike Night

Motion by Johnson, seconded by Nowak and carried (4-0) to approve Powerhouse Bike Nights on Thursdays from May 21, 2020 through September 21, 2020.

H. Wednesday Car Gathering

Motion by Johnson, seconded by Nowak and carried (4-0) to approve the Wednesday Car Gathering at the Powerhouse Bar on June 3, 2020.

I. Locally Brewed Fest

Motion by Johnson, seconded by Nowak and carried (4-0) to approve Locally Brewed Fest at the South St. Louis County Fairgrounds Industrial Building on June 13, 2020 upon receipt of current certificate of liability insurance coverage.

J. MS150 2020

Motion by Johnson, seconded by Benson and carried (4-0) to approve the MS 150 2020 for Friday and Saturday June 12<sup>th</sup> and 13<sup>th</sup>, 2020 at the Proctor High School.

K. Proctor Classic Tournament – Proctor Baseball

Motion by Johnson, seconded by Benson and carried (4-0) to approve the Proctor Classic Tournament at the City of Proctor Fields June 26<sup>th</sup>-28<sup>th</sup>, 2020 upon receipt of current certificate of liability coverage.

L. South St. Louis County Fair

Motion by Johnson, seconded by Ward and carried (4-0) to approve the South St. Louis County Fair at the Proctor Fairgrounds July 29<sup>th</sup> – August 2<sup>nd</sup>, 2020 upon receipt of current certificate of liability coverage.

M. Powerhouse Car Show 2020

Motion by Ward, seconded by Johnson and carried (4-0) to approve the Powerhouse Car Show on Aug 12<sup>th</sup>, 2020.

N. Hylla 5K and 1 Mile Walk/Run

Motion by Benson, seconded by Nowak and carried (4-0) to approve the Hylla 5K and 1 Mile Walk/Run on Saturday, August 5<sup>th</sup>, 2020.

O. 2020 Hoghead Festival

Motion by Johnson, seconded by Nowak and carried (4-0) to the application for Hoghead Festival August 10<sup>th</sup> – August 15<sup>th</sup>, 2020 as submitted.

P. Powerhouse Street Dance

Motion by Johnson, seconded by Nowak and carried (4-0) to approve the street dance held at the Powerhouse on August 15<sup>th</sup>, 2020 held during Hoghead Festival.

Q. Proctor Speedway (Weekly Stock Car Racing) 2020

Motion by Johnson, seconded by Nowak and carried (4-0) to approve the weekly races held at Proctor Speedway from May 1<sup>st</sup>, 2020 – September 3<sup>rd</sup>, 2020 upon receipt of current certificate of liability coverage.

R. Mid-Summer Night of Mayhem

Motion by Nowak, seconded by Johnson and carried (4-0) to approve Mid-Summer Night of Mayhem on August 8<sup>th</sup>, 2020 upon receipt of current certificate of liability coverage.

S. Monster Truck Shows

Motion by Johnson, seconded by Nowak and carried (4-0) to approve the Monster Truck Shows held at the Proctor Fairgrounds on July 31<sup>st</sup> and August 1<sup>st</sup>, 2020 upon receipt of current certificate of liability coverage.

T. Silver 1000

Motion by Nowak, seconded by Johnson and carried (4-0) to approve the Silver 1000 held at Proctor Speedway on September 3<sup>rd</sup>, 2020 upon receipt of current certificate of liability coverage.

U. Liquor Store Sign Quote

DeWall states the liquor store manager and liquor control committee would like to proceed with the original quote from Advantage Signs in the amount of \$2, 239.50 that was previously rescinded.

Motion by Ward, seconded by Nowak and carried (4-0) to approve original contract amount and continue with sign repair.

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

Motion by Johnson, seconded by Nowak and carried (4-0) to close the regular City Council meeting and open closed session at 6:57 p.m.

NEW BUSINESS (continued)

Motion by Benson, seconded by Johnson and carried (4-0) to send any TIF application to PEDAs for their recommendation.

MEMBERS CONCERNS:

Benson: States the importance of purchasing locally during the COVID-19 pandemic. Consultant for the transportation project in Proctor has been selected.

Johnson: Winter Frolic was held on 3/7/2020 and was a success appreciative from the Proctor Chamber for their hard work.

Nowak: States the necessary removal of the amount of sawdust at 813 3<sup>rd</sup> Ave.

Ward: Continue to check the City's website and Facebook pages for COVID-19 notifications. MIC meeting has been cancelled.

Administrator: Application for fire department equipment through utilizing SAM in processing. Activation and updating SAMS account for future applications has been a task to complete but notes the importance of access and ability to utilize for this purpose. DeWall states that he received a call from the State to finalize language on the proposal, Council will need to select a primary and secondary representative to present the bill if needed.

**BILLS FOR APPROVAL:**

General Bills: \$64,140.04

Liquor: \$37,539.79

Mayor Ward: Notes the addition of a few general bills,

\$1,153.33 Trac 7

\$11.49 Proctor Journal

\$4,052.66 Midway Township

Total General Bills: \$69,357.52

Liquor Bills: \$37,539.79

Total bills: \$106,897.31

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

Motion by Ward, seconded by Johnson and carried (4-0) to adjourn the City Council meeting at 7:31 p.m.

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Chad Ward, Mayor

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Interim City Administrator