

MINUTES OF THE PROCTOR CITY COUNCIL MEETING for April 5, 2021

*Due to COVID-19: Meeting access by the public was available through the live stream on the Trac 7 YouTube channel. Ted Kiefat served as the meeting coordinator.

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

MEMBERS PRESENT: Jake Benson, Rory Johnson, Chad Ward, Troy DeWall, Jim Rohweder

OTHERS PRESENT: City Administrator Jess Rich, City Attorney John Bray, Megan Jordan, Ted Kiefat, Kent Gaidis

Motion by Johnson, seconded by Rohweder and carried 5-0 to approve the City Council minutes from Monday, March 15, 2021.

Motion by Rohweder, seconded by DeWall and carried 5-0 to approve the agenda for Monday, March 15, 2021

with the addition of items:

6I: Mirage Proclamation

6J: Hoghead Fireworks

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:

Meeting was delivered via livestream on Trac 7 due to the COVID-19 pandemic. The link to access the meeting was provided to the public prior to the meeting via a posted meeting notice, the City's website, the City's Facebook page, and the direct line of 218-628-6289 provided for call-in comments.

NONE

Motion by Ward, seconded by Benson and carried 5-0 to approve the consent agenda for Monday, March 15, 2021, pulling items *5C and *5D for discussion.

*5C: Committee and Commission Application/Appointment Discussion

Councilor Benson requests an update with the status. Administrator Rich confirms receipt of suggestions from Councilor Benson and will update the application packet to present to council.

*5D: 4M Fund

Finance Director Brunfelt had previously sent a recommendation suggesting the allocation of funds and investment in the new 4M fund. It has been confirmed there are no fees or upfront costs associated with this investment option.

Motion by Johnson, seconded by DeWall and carried 5-0 to approve the recommendation from Finance Director Brunfelt and invest a total of \$1.5M, allocated from the funds as presented.

6. NEW BUSINESS

A. City of Floodwood Police Services Contract Proposal

Motion by Benson, seconded by Johnson for discussion.

Discussion follows including timeframe of agreement and logistics of interference with the hiring process as our police department is in the process of hiring new officers. Chief Gaidis states an exact timeline is contingent upon the City of Floodwood hiring a Police Chief. Gaidis also confirms assisting the City of Floodwood will have no effect with the hiring process in Proctor as background checks can be completed by other accredited officers. The police department is currently awaiting for the return of the background packets from the candidates selected, and once those have been returned there are officers here with the ability to process them. Mayor Ward asks if a recommendation from the Police Civil Service Commission has been received. Gaidis states it has been discussed, but a formal recommendation has not been submitted. Mayor Ward addresses any overtime expenses for the Proctor Police Department incurred to be reimbursed by the City of Floodwood and requests the addition of this language to the agreement. Workman's compensation language is also clarified and covered by the City of Proctor for our officers while working in Floodwood. Councilor DeWall requests a documented recommendation from the Police Civil Service Commission. Mayor Ward suggests approving the agreement contingent upon a recommendation from the Civil Service Commission. It is determined to revisit the agreement with a status update after one month of the agreement.

Original motion rescinded by Councilor Benson and second rescinded by Councilor Johnson.

Motion by Benson, seconded by Johnson and carried 5-0 to approve the agreement for police services with the City of Floodwood contingent upon a recommendation from the Police Civil Service Commission. The agreement will also have language added addressing overtime expenses incurred by the City of Proctor and an evaluation of the agreement after thirty (30) days.

B. 2021 Event Approvals

Motion by Rohweder, seconded by Ward and carried 5-0 to approve the following events with no contingencies:

- | | |
|---------------------------------|-------------------------------------|
| Powerhouse Bike Nights | South St. Louis County Fair |
| Powerhouse June Car Show | Dirt Floor Arena |
| Hoghead Street Dance | Legion Baseball Tournament |
| Hoghead Festival | Rail Rumble Softball Tournament |
| Powerhouse Friday Night Hoghead | Proctor Classic Baseball Tournament |
| Hylla 5k Race | Hoghead Fireworks |
| Memorial Day Observance | |

Consumption of alcohol during Powerhouse Bike Nights is limited to the parking lot only, not on 5th St, and pertaining to the map submitted with liquor license application.

Motion by Benson, seconded by Johnson and carried 5-0 to approve the following events with contingencies:

Speedway Media Day and Car Show ~~contingent upon insurance coverage and liquor license contingency removed.~~

LSRCC Summer Race Season – receipt of insurance and liquor license

Speedway Weekly Stock Car Racing – receipt of insurance and liquor license application

Monster Trucks – receipt of insurance and liquor license application

Speedway Mid-Summer Night of Mayhem – receipt of insurance and liquor license application

Speedway Silver 1000 – receipt of insurance and liquor license application

C. Resolution 16-21 Donation Request

Councilor Benson Requests a lawful donation for identifying Memorial Day Observance. This donation helps cover the increase in costs for ammunition, flags, and other equipment. This is an ongoing request to be submitted annually.

Motion by Benson, seconded by Rohweder and carried 5-0 to approve resolution 16-21 authorizing a lawful donation to the Proctor American Legion Post 106.

D. Resolution 17-21 Never Surrender, Inc Raffle Request

Motion by Johnson, seconded by Ward and carried 5-0 to approve resolution 17-21 and grant a non-objection to issuance of State of Minnesota charitable gambling license to Never Surrender, Inc to hold a raffle on February 2, 2022 at Blackwoods Event Center.

E. Contract Agreement – LSRCC

Motion by Ward, second by Rohweder and carried 5-0 to approve the contract between the Th South St. Louis County Fair Board Association and Proctor & Lake Superior R/C Car Club.

F. Contract Agreement – Dirt Floor Arena

Motion by Johnson, seconded by DeWall and carried 5-0 to approve the contract between The South St. Louis County Fair Board Association and The Dirt Floor Arena of Directors.

G. Contract Agreement – Racing Association

Motion by Rohweder, seconded by Benson and carried 5-0 to approve the contract between The South St. Louis County Fair Board Association and the Racing Association.

H. Finance Director Health & Welfare Reopener

Administrator Rich states the negotiation committee and Finance Director Brunfelt met and have agreed upon the same health a welfare conditions as other city employees.

Motion by Rohweder, seconded by DeWall and carried 5-0 to approve the health and welfare agreement between the City of Proctor and Finance Director Leslie Brunfelt.

I. Mirage Proclamation

Mayor Ward requests declaring Thursday, April 8th, 2021 as “Proctor/Hermantown Mirage Minnesota State Girls Hockey Champions Day in honor of their state championship and perfect season.

Motion by Johnson, seconded by Rohweder and carried 5-0 to approve the proclamation as submitted to honor the Proctor/Hermantown Mirage Girls Hockey Team.

J. Hoghead Fireworks

Mayor Ward states the city has partnered with the chamber in previous years to pay for the fireworks during Hoghead Festival.

Motion by Rohweder, seconded by Johnson and carried 5-0 to approve the agreement with the Proctor Chamber of Commerce and pay \$5000.00 for fireworks during Hoghead Festival.

7. LABOR AND NEGOTIATION ISSUES – PER MN Statutes 13D Closed Meeting

8. NEW BUSINESS (Continued)

MEMBER CONCERNS

Administrator Rich: Meeting with Sally Hedtke and staff to discuss codification book and move forward with getting the code book back online. Utility Billing Clerk, Tami Arnold will be starting on 4/12/2021. Restoration and clean-up has started with the office space for the police chief and sergeant – they will be moving back into their offices after the oof damage. St. Louis County will begin assisting with addressing new homes. Billing software with Civic Systems is set to begin in June, and continuing throughout the summer. A complain on a blighted property was received with vandalism, extends gratitude to Attorney Bray, street department, and PD for securing property. SEH will be training various departments on the new GIS software.

Benson: None

DeWall: Requests property split on Almac Dr and the hotel property to be added to the next agenda. Addresses codification and requests Planning & Zoning and Police Department to review new code book.

Johnson: Extends a congratulations to the Proctor/Hermantown Mirage. Extends gratitude to police department and fire department for send-off and homecoming to the team. Golf course is open, and maintenance on the train has begun.

Rohweder: Suggests discussing reopening measures with COVID restrictions lessening, would like citizens to have the ability to attend meetings.

Mayor Ward: Also requests addressing COVID restrictions on the next agenda. Will be scheduling a blight ride along with Chief Gaidis. Extends congratulations to Proctor/Hermantown Mirage Hockey Team for their state championship.

Attorney: None

BILLS FOR APPROVAL

General: \$57,141.51

Liquor: \$53,270.73

TOTAL BILLS FOR APPROVAL: \$110,412.24

Motion by Rohweder, seconded by Ward and carried 5-0 to approve the bills as submitted.

Motion by Ward, seconded by Johnson and carried 5-0 to adjourn at 6:45 pm.

Chad Ward
Mayor

Jess Rich
City Administrator