

MINUTES OF THE PROCTOR CITY COUNCIL MEETING for July 6, 2021

Meeting was streamed live on the Trac 7 YouTube channel, as well as attendance of up to fifteen members of the public to accommodate for social distancing. Ted Kiefat served as the meeting coordinator.

Mayor Ward called the meeting to order at 6:01 p.m.

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

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

Motion by Rohweder, seconded by Johnson and carried 5-0 to approve the City Council minutes from Monday, June 21, 2021.

Motion by Benson, seconded by Rohweder and carried 5-0 to approve the agenda for Monday, July 6, 2021, with corrections to items:

6A: Resolution 28-21 Ending Emergency Declaration/COVID-19 Reopen Plan

6B: Resolution 27-21 Authorization to Hold Raffle

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:

None

Citizens are also provided with a direct call-in number: 218-628-6289 to address the council.

Motion by Johnson, seconded by Ward and carried 5-0 to approve the consent agenda for Monday, July 6, 2021,

6. NEW BUSINESS

A. Resolution 28-21 Ending Emergency Declaration/COVID-19 Reopen Plan

Mayor Ward states St. Louis County has previously ended the emergency declarations with Governor Walz also ending his declaration as of July 1st, 2021. Mayor Ward states the City of Proctor has been under an emergency declaration since March of 2020 and requests the city to rescind the declaration currently in place.

Motion by Rohweder, seconded by DeWall and carried 5-0 to approve resolution 28-21 and rescind emergency declaration 12-20. Mayor Ward also requests to address the COVID-19 reopening plan currently in place. Administrator Rich states the current plan is being followed and requests further direction on the mask mandate at City Hall along with resuming rentals through Community Ed. There have been several inquiries from people requesting to rent space at City Hall as previously conducted prior to the COVID-19 pandemic. Rentals have been suspended since March of 2020. Discussion follows including accommodating for capacity limits in order to adhere to social distancing requirements. Additional cleaning procedures and fees need to be implemented prior to resuming the rental of facilities. Councilor DeWall suggests continuing to restrict the number of people in attendance at meetings and adding additional fees to accommodate for proper cleaning procedures.

Motion by Johnson, seconded by Rohweder and carried 5-0 to keep existing COVID-19 reopening plan in place, keeping rentals suspended for the time being, continuing to limit meeting capacity to 15 people, and keeping the mask mandate in place at City Hall.

B. Resolution 27-21 Authorization to Hold Raffle

Motion by DeWall, seconded by Rohweder and carried 5-0 to approve resolution 27-21 authorizing Duluth Softball Club to hold a raffle on July 31, 2021, at the Powerhouse Bar.

C. First Reading Ordinance 02-21 Definition of a Structure

Planning & Zoning Committee has amended the definition of a structure with the public hearing held April 26, 2021.

D. TIF Tax Abatement Application 2021

Administrator Rich states PEDDA has requested the drafting and implementation of a TIF Tax Abatement application. It has been reviewed by the city attorney, financial advisors, and review by council is requested. Currently there is no application on record, and this will provide direction for those interested in utilizing a TIF financing option.

Motion by Ward, seconded by DeWall and carried 5-0 to approve the TIF Tax Abatement Application as submitted.

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

MEMBER CONCERNS

Administrator Rich: Along with Councilor DeWall and Chief Gaidis, met with Johnson controls to strategize on HVAC system maintenance and key cards for property security system use. The street department received information regarding an Illicit discharge complaint received on Friday, July 1 and was able to get it cleaned up prior to the long weekend in collaboration with the fire department and police department to contain and clean up. Met with MediaCom for additional servicing of new construction/developments. Production delays with the Playground for EveryBody, possible additional delays to the project due to supply difficulties. Currently look for members to serve on the Beautification Committee to assist in cleanup efforts of community gardens. Attended Hayden-Murphy open house.

Benson: Additional proceeding with historical society and insurance coverage policy.

DeWall: 2nd Quarter financial update request.

Johnson: None

Rohweder: Men of Act will be holding a Community Picnic on July 15th, 2021 and invites people to come. It is from 4:30-6:30 at St. Rose Church.

Mayor Ward: Received a request for participation in the 2021 Trunk or Treat event. The event last year was well received and attended, and he suggests participating in it. Extends gratitude to city staff for work with illicit discharge on a Friday before a holiday weekend.

Attorney Bray: None

BILLS FOR APPROVAL

General: \$55,875.28

Liquor: \$36,847.36

TOTAL BILLS FOR APPROVAL: \$92,722.64

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

Motion by Ward, seconded by DeWall and carried 5-0 to adjourn at 6:28.

Chad Ward
Mayor

Jess Rich
City Administrator