

MINUTES OF THE PROCTOR CITY COUNCIL MEETING for May 2nd, 2022

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.

Deputy Mayor DeWall called the meeting to order at 6:00 pm

MEMBERS PRESENT: Deputy Mayor Troy DeWall, Councilor Jake Benson, Councilor Jim Rohweder, Councilor Rory Johnson

MEMBERS ABSENT: Mayor Ward

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

Motion by Johnson, seconded by Benson and carried 5-0 to approve the minutes from Monday, April 18th, 2022.

Motion by Rohweder, seconded by DeWall and carried to approve the agenda for Monday, May 2nd, 2022.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

None

Motion by Rohweder, seconded by Johnson and carried to approve the consent agenda for Monday, May 2nd, 2022.

***1. COMMUNICATIONS**

A. LMCIT Loss Control Recommendation Letter – April 7, 2022

***2. PLANNING & ZONING DEPARTMENT MATTER**

***3. COMMITTEE REPORTS**

A. Tourism Committee Minutes – January 4th, 2022

B. Planning & Zoning Minutes – March 28th, 2022

C. PUC Minutes – March 14th, 2022

4. CLERK ADVISES COUNCIL

A. Lavaque Welcome Sign Update

Administrator Rich reports on the insurance claim report, investigation, report, and criminal charges are in progress with the insurance agent. Rich states the process for obtaining bids is being head up by Sally Hedtke, she adds the design will remain same or similar at this time and will report back to council with bids once they are obtained.

B. ARPA Funding Update

All required financial reports have been submitted to the federal government by the deadline of April 30th, 2022. Additional information will be presented when available.

C. LBAE Tuesday, May 17th, 2022, 10:00-11:00 am

5. UNFINISHED BUSINESS

- A. American Rescue Plan
- B. 2023 Capital Budget Request Proposal
- C. City Rebrand Process

6. NEW BUSINESS

A. Rezoning Recommendation

The Planning & Zoning Commission received an application from the property owner at 185-0160-00140 and recommends the rezoning of this parcel from suburban to R-1-C.

Motion by Benson, seconded by Johnson and carried 3-0 (Rohweder abstains) to accept the rezoning recommendation from the Planning & Zoning Commission as submitted.

B. Tourism Funding Recommendations

- 1. The Tourism Committee recommends the City Council approve a \$1500.00 marketing grant to the Proctor Lions Club for 2022 Hoghead marketing.**

Motion by Rohweder, seconded by Dewall and carried 4-0 to approve the \$1500 marketing grant to the Proctor Lions Club as submitted.

- 2. The Tourism Committee recommends the City Council approve a \$1500.00 marketing grant to the Dirt Floor Arena for 2022 event marketing.**

Motion by Johnson, seconded by Benson and carried 4-0 to approve the \$1500 marketing grant to the Dirt Floor Arena as submitted.

C. Resolution 13-22 Declaring Hoghead Festival Designation

Motion by Rohweder, seconded by Johnson and carried 4-0 to approve resolution 13-22 as submitted with the city attorney noting a festival declaration is the correct way to approve alcohol sales and consumption on city property, also noting the approved areas can be updated if necessary to accommodate additional business growth.

D. Resolution 14-22 Declaring Bike Night Festival Designation

Motion by Rohweder, seconded by Johnson and carried 4-0 to approve resolution 14-22 as submitted.

E. Resolution 15-22 Declaring June Car Show Festival

Motion by DeWall, seconded by Rohweder and carried 4-0 to approve resolution 15-22 as submitted, noting this car show is held on a Wednesday evening.

F. Hoghead Fireworks

Administrator Rich states the fireworks from last year have already been purchased, ensuring the same fireworks show for Hoghead 2022. Discussion follows regarding adding to the \$5000.00 of purchased fireworks, noting fireworks are purchased through the mayoral fund. Councilor

Rohweder suggests purchasing an additional \$1000.00 in fireworks to make the 2022 display larger.

Motion by Rohweder, seconded by DeWall and carried 4-0 to purchase an additional \$1000.00 in firework for the 2022 display.

G. Memorial Day Observance

Monday, May 30th 8:30-11:00 am

Proctor Area Community Center

Motion by DeWall, seconded by Rohweder and carried 4-0 to approve the Memorial Day Observance and a \$300.00 contribution to the annual event at Proctor Area Community Center on May 30th, 2022 as stated.

H. Softball Field #1

Administrator Rich presented a written summary in the council packet of the verbal arrangement between the city and the school pertaining to the maintenance of the fields #1 and #2. Rich is requesting direction from the council as to how much involvement from city staff is preferable for the preparation and maintenance of field #1. Councilor Rohweder suggests status quo for this season, with additional discussions and possible new agreement after the season and the fields are no longer in use. Rohweder suggests some minor changes, adding the timing might not be ideal. Deputy Mayor DeWall is in agreement with Councilor Rohweder, stating additional uses of city staff time for maintaining other properties the school owns within and around the City of Proctor. DeWall states there are many places the city assists with operations for the school and supports changes within the agreement at a different time of year, to avoid any disruptions to this year's spring sports seasons. Council is in agreement with additional discussions towards the end of the year.

MEMBER CONCERNS

Benson: Referencing FormLG510 and the balance, notes the Yellowstone 225 needs some assistance, suggests an additional discussions regarding this.

DeWall: None

Johnson: None

Rohweder: None

Mayor Ward: Provides pre-registration information for the LMC annual conference.

Attorney Bray: None

BILLS FOR APPROVAL

General: \$91,294.78

Liquor: \$21,979.97

TOTAL BILLS FOR APPROVAL: \$113,274.75

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

Councilor DeWall asks Chief Gaidis and references the payment of police gear for a former officer

Chief Gaidis confirms it is an outstanding invoice, from a year ago the department recently received.

Motion by DeWall, seconded by Ward and carried 5-0 to adjourn the meeting at 6:56 pm.

Chad Ward
Mayor

Jess Rich
City Administrator