

MINUTES OF THE PROCTOR CITY COUNCIL MEETING SEPTEMBER 6th, 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.

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

Pledge of Allegiance

MEMBERS PRESENT: Councilor Troy DeWall, Councilor Jake Benson, Mayor Ward, Councilor Rory Johnson

MEMBERS ABSENT: Councilor Jim Rohweder

OTHERS PRESENT: City Attorney John Bray, City Administrator Rich, Police Chief Kent Gaidis, Administrative Assistant Megan Jordan, Annika Grady, Patrick Englebrecht

M/S/P: Dewall/Benson to suspend the regular meeting and open the public hearing for proposed property assessment of parcel 185-0050-0017 at 6:03 pm.

Citizens addressing the council:

- A. Annika Grady and Patrick Englebrecht of 102 6th St are present to address the clarifications, invoices, charges, and total amount due from an illicit discharge reported on the property on July 2nd, 2021. An outstanding invoice from September of 2021 and April of 2022 in the amount of \$5,265.45 remains unpaid. Grady states she has not received an itemized invoice of all charges with Mayor Ward requesting copies of the invoices sent to Ms. Grady from Administrative Assistant, Megan Jordan. Mayor Ward presents copies of both outstanding invoices with Grady requesting an itemized invoice from Northland Constructors. Administrator Rich provides request invoice to Ms. Grady via email. Ms. Grady presents additional questions regarding the clean-up protocol from July 2nd, with Administrator Rich noting the protocol changed at the request of the duty officer once the amount of refuse was located in 5 different 55-gallon steel drums. The material in the drums was unable to be identified, which would need to be sent for testing and proper disposal.
- B. Englebrecht addresses the council with payment arrangement options, cleanup protocol, and additional clarification of the outstanding invoices and charges.
- C. Mayor Ward provides clarification to Grady and Englebrecht of the itemized charges on both invoices. Additional reports written by Street Department Rick LaLonde and Northland Constructors along with the timeline of events is provided for review. City Attorney John Bray confirms the appropriate process has been followed for assessing to the parcel.

M/S/P: Johnson/DeWall to close the public hearing at 6:29 pm.

Regular council meeting resumes.

M/S/P: Ward/Johnson to accept Resolution 34-22: Certify Assessment to County as submitted.

M/S/P: Johnson/Benson to approve the agenda for Tuesday, September 6th, 2022 adding item *1B: St. Louis County Communication – 2nd St Concrete Rehabilitation Information.

M/S/P: Benson/Dewall to approve Regular City Council Minutes of August 15th, 2022

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Members of the public present are invited to address the council along with viewers at home by calling: 218-628-6289

NONE

M/S/P: Ward/DeWall to approve the consent agenda for Tuesday, September 6th, 2022.

CLERK ADVISES COUNCIL:

Rich:

- A. Liquor License Refund – Due to a clerical error at City Hall, recommends issuing refunds to the businesses as submitted in the packet. Language in city code states licenses can be refunded and/or pro-rated in certain circumstances.

M/S/P: Ward/Benson to recommend Liquor Control revisit refund and pro-rated licenses.

- B. SRO Contract Update – PD has begun to provide police support services for school events until a current contract is approved. These services will be billable hours to the school.

- C. Playground for EveryBody – Leveling and site prep will begin this week followed by new equipment installation in the coming weeks.

NEW BUSINESS

M/S/P: Johnson/Ward to approve hiring Jonathan Search as an entry level officer.

M/S/P: Benson/Johnson to approve the MOU and the special assignment of Officer Riebel as Interim Sergeant as submitted.

M/S/P: Ward/Johnson to approve the MOU as submitted regarding vacation accrual and pay.

M/S/P: Benson/DeWall to approve Resolution 27-22 Support of Special Session as submitted.

M/S/P: Ward/Benson to approve Resolution 28-22 Duluth Players Softball Association Raffle as submitted.

M/S/P: Johnson/DeWall to approve Resolution 32-22 Infant Loss Remembrance Day as submitted.

M/S/P: Johnson/Ward to accept the contract from KTM to complete catch basin repairs as submitted, using \$32,000 from the sewer budget and \$5,000 from the sidewalk budget.

M/S/P: Johnson/Benson to accept Resolution 33-22 Accepting Donation and Purchase of New Mower as submitted. Discussion follows, noting the use of the pre-approved budget funds delegated for the golf course to cover the amount for sales tax.

M/S/P: Ward/Johnson to approve the state grant agreement in the amount of \$500,000 for the sand/salt shed as submitted.

M/S/P: DeWall/Johnson to suspend the regular council meeting and open a closed session under pursuant to §13D.06 Subd. 1(b) – Labor Negotiations at 6:52 pm.

M/S/P: Ward/Johnson to resume the regular council meeting at 8:02 pm.

MEMBER CONCERNS

Benson: None

DeWall: None

Johnson: None

Rohweder: None

Mayor Ward: MIC meeting, Trunk or Treat Oct 31 4:00-6:00, Oct 28th FD Bingo Fundraiser at the Buffalo House, Welcome back to school, traffic reminders, CN magazine Chief Gaidis featured on the third page.

Attorney Bray: None

Administrator Rich: None

BILLS FOR APPROVAL

General: \$118,553.49

Liquor: \$45,163.36

TOTAL BILLS FOR APPROVAL: \$163,716.85

M/S/P: Johnson/DeWall to approve the bills as submitted.

M/S/P: DeWall/Ward to adjourn the regular council meeting at 8:05 pm.

Chad Ward
Mayor

Jess Rich
City Administrator

National Opioid Settlements



DISTRIBUTOR SETTLEMENT - ALLOCATION NOTICE

Payment Year: 1

Date of Notice: 9/8/2022

Deadline to Dispute Allocation: 9/29/2022

Expiration of 50 Days: 10/28/2022

Settling State

Minnesota

I. PAYMENT ALLOCATION DETERMINATION

This Notice is an official communication from the Directing Administrator of the National Opioid Settlements. A copy of this Notice has been sent to the Enforcement Committee and Settling Distributors pursuant to Section IV.B of the Distributor Settlement Agreement, dated as of July 21, 2021, as amended, between and among the Settling States, the Settling Distributors, and Participating Subdivisions (the "Distributor Settlement Agreement"). All capitalized terms used in this letter have the meanings ascribed to them in the Distributor Settlement Agreement.

Pursuant to Section IV.B and Exhibit M of the Distributor Settlement Agreement, Minnesota's Total Payment Year 1 amount is \$11,690,273.45, which is broken down in Table 1 in Attachment 1 to this Allocation Notice.

As provided under Section V.C of the Distributor Settlement Agreement, Minnesota has instructed the Directing Administrator to calculate the intrastate allocations pursuant to its State-Subdivision Agreement, the Minnesota Opioids State-Subdivision Memorandum of Agreement. Under this State-Subdivision Agreement, the Directing Administrator will allocate the Annual Payment as follows: (i) 25% to the State Abatement Fund and (ii) 75% to the Local Abatement Funds subject to a 7% reduction for funds held for the Backstop Fund. Minnesota has further instructed the Directing Administrator to allocate the Additional Restitution Amount to the State. The intrastate allocations are included as Attachment 1 to this Allocation

Undisputed amounts allocated to the State Abatement Fund and the Local Abatement Funds for the listed Participating Subdivisions will be paid no later than the date that is 50 days after the date of this Allocation Notice.

II. YOUR RIGHT TO DISPUTE

Section IV.B.4 of the Distributor Settlement Agreement provides that within twenty-one (21) calendar days of receiving notice any party may dispute the calculation of the amount to be received by a Settling State or its Participating Subdivisions listed on Exhibit G as inconsistent with the terms of the Agreement. Written notice must be provided to the Settlement Fund Administrator, the Enforcement Committee, any affected Settling State, and the Settling Distributors identifying the nature of the dispute, the amount of money that is disputed, and the Settling State(s) affected.

A party has until the Deadline to Dispute Allocation listed at the top of this Allocation Notice to deliver a written notification of dispute. The amounts listed in this Allocation Notice will be deemed accepted if the Directing Administrator has not received a party's dispute before midnight Eastern Time on the deadline date. Submit your written request by email to DirectingAdministrator@NationalOpioidOfficialSettlement.com.

Any party affected by the dispute may object to the notification of dispute. Depending on the nature of the dispute, contested disputes must be resolved in either the court that entered a state's Consent Judgment or the National Arbitration Panel. The Directing Administrator will not disburse any funds potentially affected by a contested dispute until the dispute is resolved by the court or the National Arbitration Panel.

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III. TO ACCEPT PAYMENT

If you do not dispute the payment, please create a Portal Account following instructions in the accompanying email, which will direct you to complete the Payment Election Forms and W-9 Forms to create payment instructions for any Settlement Payments.

IV. TO REALLOCATE PAYMENT

Any city allocated a share may elect to have its full share or a portion of its full share of current or future annual distributions of settlement funds instead directed to the county or counties in which it is located, so long as that county or counties are Participating Local Governments. If a city wishes to reallocate any or all of its allocation to the county or counties in which it is located, it may do so by emailing DirectingAdministrator@NationalOpioidOfficialSettlement.com before the Deadline to Dispute Allocation included on this Allocation Notice for Payment Year 1. **Such elections in subsequent years must be made by January 1 each year to apply to the following fiscal year.** The Directing Administrator will not treat a reallocation request as a dispute.

Sincerely,

BrownGreer PLC
Directing Administrator
250 Rocketts Way
Richmond, VA 23231

National Opioid Settlements



ATTACHMENT 1 - DISTRIBUTORS YEAR 1 PAYMENT ALLOCATION TO MINNESOTA (As of 9/8/2022)

TABLE 1: YEAR 1 SUMMARY¹

		Restitution/ Abatement	Additional Restitution	Total Payment 1
1.	Total Allocation (From Enforcement Committee)	\$10,282,247.74	\$1,408,025.71	\$11,690,273.45
2.	Allocation Method	Minnesota Opioids State-Subdivision Memorandum of Agreement		
3.	25% to State Abatement Fund	\$2,570,561.94	\$0.00	\$2,570,561.94
4.	75% to Local Abatement Funds (Less Row 5)	\$7,171,867.80	\$0.00	\$7,171,867.80
5.	7% of Local Abatement Funds to Backstop	\$539,818.01	\$0.00	\$539,818.01
6.	Additional Restitution to the State	\$0.00	\$1,408,025.71	\$1,408,025.71

TABLE 2: ALLOCATION TO SUBDIVISIONS

	Subdivision	Allocation Percentage	Restitution/ Abatement	Additional Restitution	Total Payment 1
A. Participating Subdivisions					
1.	Aitkin County	0.57605785060%	\$41,314.11	\$0.00	\$41,314.11
2.	Andover City	0.13649194507%	\$9,789.02	\$0.00	\$9,789.02
3.	Anoka County	5.03865046810%	\$361,365.35	\$0.00	\$361,365.35
4.	Apple Valley City	0.29908173446%	\$21,449.75	\$0.00	\$21,449.75
5.	Becker County	0.66193306844%	\$47,472.96	\$0.00	\$47,472.96
6.	Beltrami County	0.76407870928%	\$54,798.71	\$0.00	\$54,798.71
7.	Benton County	0.64409481023%	\$46,193.63	\$0.00	\$46,193.63
8.	Big Stone County	0.11948687748%	\$8,569.44	\$0.00	\$8,569.44
9.	Blaine City	0.42495169128%	\$30,476.97	\$0.00	\$30,476.97
10.	Bloomington City	0.49001955501%	\$35,143.55	\$0.00	\$35,143.55
11.	Blue Earth County	0.66354207047%	\$47,588.36	\$0.00	\$47,588.36
12.	Brooklyn Center City	0.14138539022%	\$10,139.97	\$0.00	\$10,139.97
13.	Brooklyn Park City	0.28041362348%	\$20,110.89	\$0.00	\$20,110.89
14.	Brown County	0.33253254157%	\$23,848.79	\$0.00	\$23,848.79
15.	Burnsville City	0.51353612965%	\$36,830.13	\$0.00	\$36,830.13
16.	Carlton County	0.98395917491%	\$70,568.25	\$0.00	\$70,568.25
17.	Carver County	1.14528296596%	\$82,138.18	\$0.00	\$82,138.18
18.	Cass County	0.88956815134%	\$63,798.65	\$0.00	\$63,798.65

¹ Final payments to the State and/or Abatement Accounts Funds may vary by +/- \$0.01-\$0.05 to account for rounding to the nearest cent during Subdivision calculations.

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19.	Chippewa County	0.20926117944%	\$15,007.94	\$0.00	\$15,007.94
20.	Chisago County	0.99501937501%	\$71,361.47	\$0.00	\$71,361.47
21.	Clay County	0.94284752817%	\$67,619.78	\$0.00	\$67,619.78
22.	Clearwater County	0.18585920427%	\$13,329.58	\$0.00	\$13,329.58
23.	Cook County	0.10745949597%	\$7,706.85	\$0.00	\$7,706.85
24.	Coon Rapids City	0.57726424449%	\$41,400.63	\$0.00	\$41,400.63
25.	Cottage Grove City	0.28109947191%	\$20,160.08	\$0.00	\$20,160.08
26.	Cottonwood County	0.17390652700%	\$12,472.35	\$0.00	\$12,472.35
27.	Crow Wing County	1.13948591748%	\$81,722.42	\$0.00	\$81,722.42
28.	Dakota County	4.42071406028%	\$317,047.77	\$0.00	\$317,047.77
29.	Dodge County	0.22139632578%	\$15,878.25	\$0.00	\$15,878.25
30.	Douglas County	0.60217794723%	\$43,187.41	\$0.00	\$43,187.41
31.	Duluth City	1.15021153799%	\$82,491.65	\$0.00	\$82,491.65
32.	Eagan City	0.36579515760%	\$26,234.35	\$0.00	\$26,234.35
33.	Eden Prairie City	0.25521715727%	\$18,303.84	\$0.00	\$18,303.84
34.	Edina City	0.19730548221%	\$14,150.49	\$0.00	\$14,150.49
35.	Faribault County	0.21694093354%	\$15,558.72	\$0.00	\$15,558.72
36.	Fillmore County	0.23295911053%	\$16,707.52	\$0.00	\$16,707.52
37.	Freeborn County	0.35071698238%	\$25,152.96	\$0.00	\$25,152.96
38.	Goodhue County	0.56165423871%	\$40,281.10	\$0.00	\$40,281.10
39.	Grant County	0.07645564985%	\$5,483.30	\$0.00	\$5,483.30
40.	Hennepin County	19.06246222618%	\$1,367,134.59	\$0.00	\$1,367,134.59
41.	Houston County	0.30990192735%	\$22,225.76	\$0.00	\$22,225.76
42.	Hubbard County	0.45823687752%	\$32,864.14	\$0.00	\$32,864.14
43.	Inver Grove Heights City	0.21934005203%	\$15,730.78	\$0.00	\$15,730.78
44.	Isanti County	0.77129927075%	\$55,316.56	\$0.00	\$55,316.56
45.	Itasca County	1.14064081313%	\$81,805.25	\$0.00	\$81,805.25
46.	Jackson County	0.14089504435%	\$10,104.81	\$0.00	\$10,104.81
47.	Kanabec County	0.30789667500%	\$22,081.94	\$0.00	\$22,081.94
48.	Kandiyohi County	0.15811675423%	\$11,339.92	\$0.00	\$11,339.92
49.	Kittson County	0.08128345064%	\$5,829.54	\$0.00	\$5,829.54
50.	Koochiching County	0.26125818659%	\$18,737.09	\$0.00	\$18,737.09
51.	Lac Qui Parle County	0.09856651335%	\$7,069.06	\$0.00	\$7,069.06
52.	Lake County	0.18277503207%	\$13,108.38	\$0.00	\$13,108.38
53.	Lake of the Woods County	0.11231050276%	\$8,054.76	\$0.00	\$8,054.76
54.	Lakeville City	0.28222496271%	\$20,240.80	\$0.00	\$20,240.80
55.	Le Sueur County	0.32257033475%	\$23,134.32	\$0.00	\$23,134.32
56.	Lincoln County	0.10919199840%	\$7,831.11	\$0.00	\$7,831.11

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57.	Lyon County	0.29351181864%	\$21,050.28	\$0.00	\$21,050.28
58.	Mahnomen County	0.14164176879%	\$10,158.36	\$0.00	\$10,158.36
59.	Mankato City	0.36985843209%	\$26,525.76	\$0.00	\$26,525.76
60.	Maple Grove City	0.18140190469%	\$13,009.90	\$0.00	\$13,009.90
61.	Maplewood City	0.18751016782%	\$13,447.98	\$0.00	\$13,447.98
62.	Marshall County	0.12963520911%	\$9,297.27	\$0.00	\$9,297.27
63.	Martin County	0.25430640140%	\$18,238.52	\$0.00	\$18,238.52
64.	Mcleod County	0.12471045176%	\$8,944.07	\$0.00	\$8,944.07
65.	Meeker County	0.37440315152%	\$26,851.70	\$0.00	\$26,851.70
66.	Mille Lacs County	0.93015066958%	\$66,709.18	\$0.00	\$66,709.18
67.	Minneapolis City	4.87776186894%	\$349,826.63	\$0.00	\$349,826.63
68.	Minnetonka City	0.19672310709%	\$14,108.72	\$0.00	\$14,108.72
69.	Moorhead City	0.43373770380%	\$31,107.09	\$0.00	\$31,107.09
70.	Morrison County	0.71789814192%	\$51,486.71	\$0.00	\$51,486.71
71.	Mower County	0.58017691485%	\$41,609.52	\$0.00	\$41,609.52
72.	Murray County	0.13487753892%	\$9,673.24	\$0.00	\$9,673.24
73.	Nicollet County	0.15723810529%	\$11,276.91	\$0.00	\$11,276.91
74.	Nobles County	0.15620051118%	\$11,202.49	\$0.00	\$11,202.49
75.	Norman County	0.10875966752%	\$7,800.10	\$0.00	\$7,800.10
76.	North St. Paul City	0.05758440693%	\$4,129.88	\$0.00	\$4,129.88
77.	Olmsted County	1.92367150947%	\$137,963.18	\$0.00	\$137,963.18
78.	Otter Tail County	0.83361754188%	\$59,785.95	\$0.00	\$59,785.95
79.	Pennington County	0.30825763949%	\$22,107.83	\$0.00	\$22,107.83
80.	Pine County	0.56712227067%	\$40,673.26	\$0.00	\$40,673.26
81.	Pipestone County	0.15351545031%	\$11,009.93	\$0.00	\$11,009.93
82.	Plymouth City	0.17625414726%	\$12,640.71	\$0.00	\$12,640.71
83.	Polk County	0.86542914739%	\$62,067.43	\$0.00	\$62,067.43
84.	Pope County	0.18701298731%	\$13,412.32	\$0.00	\$13,412.32
85.	Proctor City	0.02143741279%	\$1,537.46	\$0.00	\$1,537.46
86.	Ramsey County	7.10814241505%	\$509,786.58	\$0.00	\$509,786.58
87.	Red Lake County	0.05326491282%	\$3,820.09	\$0.00	\$3,820.09
88.	Redwood County	0.28098423666%	\$20,151.82	\$0.00	\$20,151.82
89.	Renville County	0.27068888074%	\$19,413.45	\$0.00	\$19,413.45
90.	Rice County	0.26747643978%	\$19,183.06	\$0.00	\$19,183.06
91.	Richfield City	0.25340184441%	\$18,173.65	\$0.00	\$18,173.65
92.	Rochester City	0.73630828488%	\$52,807.06	\$0.00	\$52,807.06
93.	Rock County	0.20434373357%	\$14,655.26	\$0.00	\$14,655.26
94.	Roseau County	0.25178727930%	\$18,057.85	\$0.00	\$18,057.85

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95.	Roseville City	0.17219055488%	\$12,349.28	\$0.00	\$12,349.28
96.	Savage City	0.18835766350%	\$13,508.76	\$0.00	\$13,508.76
97.	Scott County	1.32743016458%	\$95,201.54	\$0.00	\$95,201.54
98.	Shakopee City	0.28798736114%	\$20,654.07	\$0.00	\$20,654.07
99.	Sherburne County	1.25434494720%	\$89,959.96	\$0.00	\$89,959.96
100.	Sibley County	0.23934807085%	\$17,165.73	\$0.00	\$17,165.73
101.	St Louis County	4.74077671698%	\$340,002.24	\$0.00	\$340,002.24
102.	St. Cloud City	0.73300890090%	\$52,570.43	\$0.00	\$52,570.43
103.	St. Louis Park City	0.14763145882%	\$10,587.93	\$0.00	\$10,587.93
104.	St. Paul City	3.74752067976%	\$268,767.23	\$0.00	\$268,767.23
105.	Stearns County	2.41580853212%	\$173,258.59	\$0.00	\$173,258.59
106.	Steele County	0.39699752625%	\$28,472.14	\$0.00	\$28,472.14
107.	Stevens County	0.14394742752%	\$10,323.72	\$0.00	\$10,323.72
108.	Swift County	0.13441675685%	\$9,640.19	\$0.00	\$9,640.19
109.	Todd County	0.41809098168%	\$29,984.93	\$0.00	\$29,984.93
110.	Traverse County	0.09039641339%	\$6,483.11	\$0.00	\$6,483.11
111.	Wabasha County	0.31030389970%	\$22,254.59	\$0.00	\$22,254.59
112.	Wadena County	0.26440943366%	\$18,963.10	\$0.00	\$18,963.10
113.	Waseca County	0.28579121563%	\$20,496.57	\$0.00	\$20,496.57
114.	Washington County	3.08528625126%	\$221,272.65	\$0.00	\$221,272.65
115.	Watonwan County	0.14756263556%	\$10,583.00	\$0.00	\$10,583.00
116.	Wilkin County	0.09379625071%	\$6,726.94	\$0.00	\$6,726.94
117.	Winona County	0.77552673561%	\$55,619.75	\$0.00	\$55,619.75
118.	Woodbury City	0.46772701717%	\$33,544.76	\$0.00	\$33,544.76
119.	Wright County	1.69852693854%	\$121,816.11	\$0.00	\$121,816.11
120.	Yellow Medicine County	0.17422648364%	\$12,495.29	\$0.00	\$12,495.29
121.	TOTALS	100.0000%	\$7,171,867.80	\$0.00	\$7,171,867.80



September 5, 2022
701 2nd St.
Proctor, MN 55810

City Council
100 Pionk Drive
Proctor, MN 55810

Dear Council Members,

May I encourage you to walk 2nd St if you have not already done so? Start at city hall, walk to the school on the north side, and return by the south side. As you walk, note how the proposed trail and sidewalk plans will affect the properties. Note the trees and bushes that would be cut down. Note the yards that would be greatly diminished, some more than others, of course.

Enclosed you will find two photos. One is of the block from 6th to 7th street. You can see how a trail will affect the front yards of the few homes in the picture. The second is of our front yard at 701 2nd St. A stake has been placed in the middle where the proposed trail would end, probably taking the maple clump at the right. Note also the three maples in the left background that would be sacrificed for a trail along the road. They survived the road reconstruction in the 60s and might live through this one also.

We like trails and are in favor of more in the Proctor area. We simply suggest that such amenities do not belong in the residential area originally laid out in a different era and a different style. Proctor has other options to connect the Munger Trail. The proposed route going through Egerdahl Park and beyond is an excellent option.

We appreciate the time and energy the City Council is putting into this project.

Thanks You,


Richard Lauger

Minutes of the Proctor Economic Development Authority Meeting held at 6:00 p.m. Wednesday, August 10, 2022, at the Proctor Area Community Center.

Meeting was called to order by PEDA Chair Madson at 6:00 p.m.

MEMBERS PRESENT: Chair Eric Madson, Commissioner Schwarzbauer, Mayor Chad Ward, Commissioner Troy DeWall, Commissioner Eric Bingaman

OTHERS PRESENT: City Administrator Jess Rich, City Attorney John Bray

Motion by Mayor Ward, seconded by Commissioner Schwarzbauer and carried (5-0) to approve the July 2022 Minutes.

Motion by Commissioner Bingaman, seconded by Mayor Ward and carried (5-0) to approve the agenda.

Motion by Mayor Ward, seconded by Commissioner DeWall and carried (5-0) to approve the quote from Sawtooth Arbor Supply & Tree Care for tree removal on city property by Rogue Eagle Mini Golf with the addition of removing spar/stem material from the site and disposing as they see fit.

MEMBER CONCERNS

Chair Madson: Noted 304 N 3rd Avenue is for sale.

Mayor Ward: None

Commissioner Schwarzbauer: None

Commissioner Bingaman: None

Commissioner DeWall: None

ADJOURNMENT

Motion by Commissioner DeWall, seconded by Commissioner Bingaman carried (5-0) to adjourn at 6:44 PM.

Respectfully Submitted: PEDA Secretary, Jess Rich

KEY: Red text = Possible Nominators / Blue text = Possible Participants

Focus Group Geography

1. Midway Township to Cody Street
2. Cody Street to Mesaba Avenue / Superior Street
3. Mesaba Avenue / Superior Street to 26th Avenue East

Focus Group Recruitment

The goal of focus group recruitment is two-fold. The first goal is to convene interested stakeholders in an ongoing engagement process at two critical points in the study. The second goal is to establish local elected officials' interest and support for study processes. 10-14 focus group participants will be recruited for each geography. The table below identifies the stakeholder group along with the invited nominating organization or individual.

Midway Township to Cody Street exit	
Stakeholder Group	Nominating Organization/Individual
Resident	Midway Township (Earl Elde, Township Official)
Resident	City of Proctor (Jake Benson, City Councilor,)
Business – Commercial	City of Proctor (Chad Ward, MIC, Mayor,)
Business – Freight	City of Proctor (James Rohweder, City Councilor,)
Resident	Council Member Janet Kennedy (District 5)
Business	Council Member Janet Kennedy (District 5)
Business – Freight	Chamber of Commerce or Freight Steering Committee Member (Ian Schoenike, DSTA Board Sec'y, Jeff Foster Trucking)
Resident/Business	MIC
Transit Rider/Advocate	Duluth Transit Authority (Rod Fournier/Chris Belden/Rondi Watson – rfournier@duluthtransi.com)
Bike/Pedestrian Advocate	MIC (Prescott/Carol Andrews, BPAC Chair – andrewsc@stlouiscountymn.gov)
Up to two additional to ensure diverse voices	MIC (Chris Belden, Cloquet Resident, Commuter cbelden@duluthtransit.com)

Subject: I-35 Corridor Plan – Community Engagement

The Duluth-Superior Metropolitan Interstate Council (MIC) and Minnesota Department of Transportation (MnDOT) have launched an I-35 Corridor Plan project. The project limits are from Midway Township to 26th Avenue East in Duluth. The plan will identify and prioritize maintenance needs, investment strategies, and improvements for all I-35 users within the project limits. The team wants to engage stakeholders and the public to help create the corridor vision and project priorities.

Our engagement strategy is to convene focus group meetings in October 2022 and again in Spring 2023. We have divided the corridor into three segments to facilitate the focus group meetings on I-35 subareas. To convene interested stakeholders, we are asking organizations and elected officials to nominate residents and businesses to participate. We hope that you will nominate an individual by completing the attached form and returning it to Dan Pfeiffer at dpfeiffer@zanassoc.com. (Zana Associates is part of the Bolton & Menk consultant team that is working for the MIC and MnDOT). We encourage you to nominate residents or business representatives rather than elected officials. Elected officials can influence focus group membership, participation of non-elected officials, and will have formal opportunities to be involved in project decision-making.

Participant time commitment

We intend to hold a virtual focus group meeting, for one hour, with each of the three I-35 segments during the evening. We have identified the week of October 10th to conduct these meetings. The second focus group meeting will be in-person in the Duluth area in Spring, 2023 and we intend that the same participants will be involved.

Focus Group Segments

1. Midway Township to Fairmount neighborhood
2. Fairmount neighborhood to Lincoln Park neighborhood
3. Lincoln Park neighborhood to Endion neighborhood

Nomination

We invite you or your organization to nominate [X] resident or business to serve on the focus group segment [X – insert focus group segment number above]. We ask that you return nominations by September 30, 2022.

Please contact the MIC Project Manager Kris Liljeblad if you have any questions or if you would like to discuss the project further.

Kris Liljeblad, Senior Planner
Duluth-Superior Metropolitan Interstate Council
218-464-7570
kliljeblad@ardc.org



Duluth Area I-35 Corridor Plan

Let us know what you think!

Nomination Form

Please complete and return to Dan Pfeiffer at dpfeiffer@zanassoc.com

Nominating Organization/Individual:_____

Nominating Point of Contact:_____

Nominating Contact Information:_____

Nominee

Name:_____

Address:_____

Contact Information (Phone):_____

Contact Information (Email):_____

Chad Ward
Mayor

Jess Rich
City Administrator

City of Proctor

You Have A Place In Proctor

COUNCILORS
Jake P. Benson
Troy R. DeWall
Rory Johnson
James Rohweder

100 Pionk Drive • Proctor, Minnesota 55810-1700 • (218) 624-3641 • Fax (218) 624-9459 • email: cityhall@proctormn.gov

Resolution No. 35-22
Resolution of Non-Objection
To Issuance of State of Minnesota
Charitable Gambling License

BE IT RESOLVED that the City Council of the City of Proctor hereby certifies that there is no objection to the issuance of a State of Minnesota Charitable Gambling Permit to Proctor Synergy to conduct a raffle on December 16th, 2022 the Proctor High School gymnasium Proctor, Minnesota.

Passed by a majority vote of the Proctor City Council, this 19th day of September 2022.

BY: _____
Chad Ward
Mayor

ATTEST: _____
Jess Rich
City Administrator

Chad Ward
Mayor

City of Proctor

COUNCILORS
Jake P. Benson
Troy R. DeWall
Rory Johnson
James Rohweder

Jess Rich
City Administrator

You Have A Place in Proctor

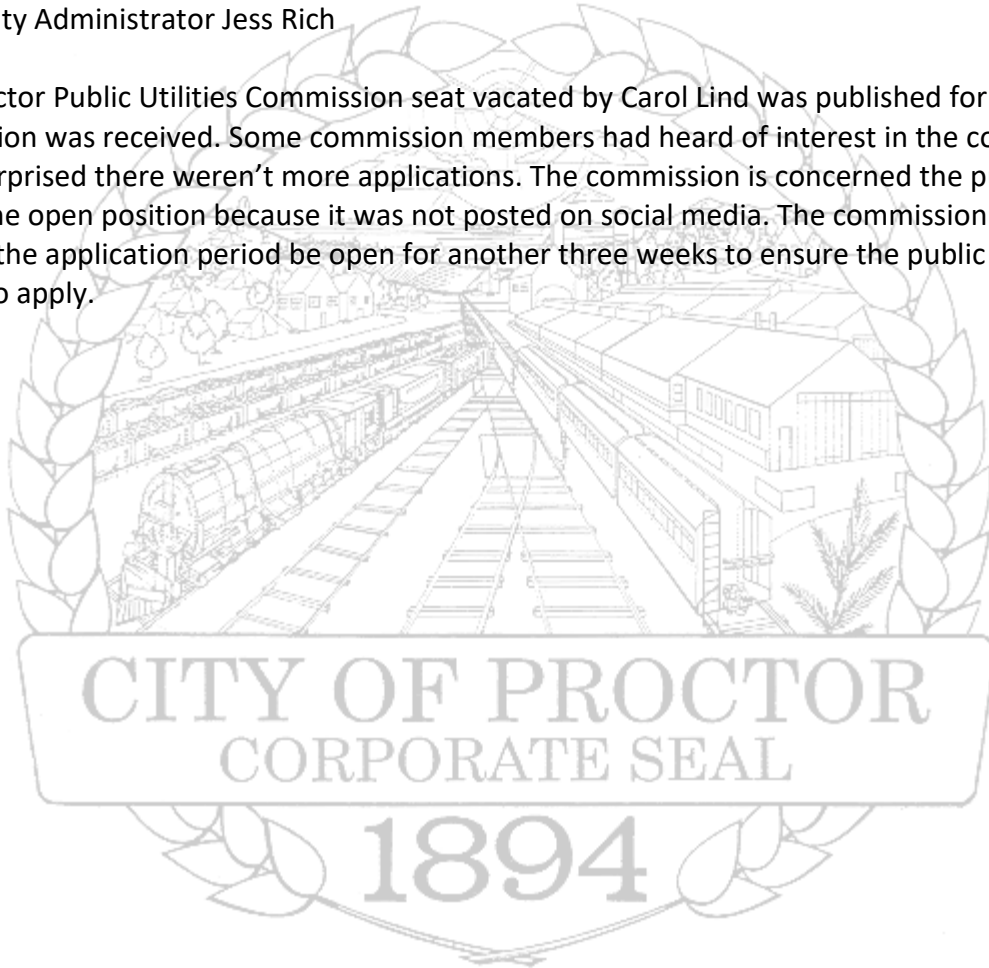
100 Pionk Drive · Proctor, Minnesota 55810-1700 · 218-324-3641 · Fax 218-624-9459 · email: cityhall@proctormn.gov

Date: September 23, 2022

Re: Proctor Utilities Commission – Vacant Position

From: City Administrator Jess Rich

The Proctor Public Utilities Commission seat vacated by Carol Lind was published for two weeks. One application was received. Some commission members had heard of interest in the community and were surprised there weren't more applications. The commission is concerned the public did not know about the open position because it was not posted on social media. The commission recommended by motion the application period be open for another three weeks to ensure the public is given time and notice to apply.





INVOICE

Invoice No.: 29846
Invoice Date: 09/14/2022

To:

City of Proctor
100 Pionk Drive
Proctor, MN 55810

Job Location:

FS22-4850
City of Proctor Salt Storage
704 Kirkus Street
Proctor, MN 55811

Description	Amount
Sourcewell Building Materials	55,335.16
Foundation Design & Install & Bunker Panels	90,000.00

Amount Billed	145,335.16
Retainage Held	0.00
Amount Due	145,335.16

CONTRACTORS APPLICATION FOR PAYMENT

DATE	<u>9/6/2022</u>	PERIOD ENDING	<u>9/30/2022</u>
PROJECT NUMBER	<u>FS22-4850</u>		
PROJECT DESCRIPTION	<u>Proctor MN</u>		
APPLICATION NUMBER	<u>1</u>		
CONTRACTOR	<u>Greystone Construction</u>		

Greystone Construction Company
2995 Winners Circle Drive Ste. 200
Shakopee, MN 55379
952-496-2227

GCC OFFICE USE		APPROVAL	
VIN #	INVOICE #		
INVOICE DATE		PAYMENT DATE	
JOB #	PHASE	CODE	TYPE S

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		STORED MATERIALS THIS PERIOD (ATTACH INVOICES)	TOTAL COMPLETED & STORED TO DATE	
			PREVIOUS APPLICATIONS	THIS APPLICATION		STORED TO DATE	%
1	Sourcewell Building Materials	55,335.16		55,335.16		55,335.16	100.0%
2	Sourcewell Building Install	29,944.84				-	0.0%
3	Foundation Design & Install & Bunker Panels	144,755.00		90,000.00		90,000.00	62.2%
4						-	0.0%
5						-	0.0%
6						-	0.0%
7						-	0.0%
8						-	0.0%
9						-	0.0%
10						-	0.0%
11						-	0.0%
12						-	0.0%
13						-	0.0%
14						-	0.0%
15						-	0.0%
16						-	0.0%
17						-	0.0%
18						-	0.0%
19						-	0.0%
29						-	0.0%
TOTALS		230,035.00	-	145,335.16	-	145,335.16	63.2%

TOTAL COMPLETED AND STORED TO DATE	TOTAL TO DATE	PREVIOUS APPLICATIONS	THIS APPLICATION
	145,335.16	-	145,335.16
VALUE OF STORED MATERIALS	-		-
TOTAL	145,335.16	-	145,335.16