

MINUTES OF THE PROCTOR CITY COUNCIL MEETING NOVEMBER 21st, 2022

Meeting was streamed live on the Trac 7 YouTube channel

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

Pledge of Allegiance

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

OTHERS PRESENT: City Attorney John Bray via telephone, City Administrator Rich, Administrative Assistant Megan Jordan, Hunter Kiefat, Finance Director Leslie Brunfelt

M/S/P: Rohweder/Johnson to approve the minutes from Monday, November 7th, 2022.

M/S/P: Ward/DeWall to approve the agenda for November 21st, 2022, removing item 5A: Resolution 43-22 Canvassing Election Results.

Citizens addressing the council via in person or by calling in:

NONE

M/S/P: Johnson/Ward to approve the consent agenda for November 21st, 2022.

3. Clerk Advises Council, Administrator Rich:

A. FEMA National Flood Insurance Program

The City of Proctor has received notification from FEMA will be updating the proposed flood plain maps. Administrator Rich presents the proposed map updates, along with the importance of confirming substantial changes as these updates are currently updated every 40 years.

B. 2023 Budget

Administrator Rich states the truth and taxation meeting will be held at the December 5th, 2022 meeting, noting the budget can be approved at this meeting or the second meeting in December. Brunfelt asks for clarification of the desired percentages to be at the truth and taxation meeting. Mayor Ward asks to see examples of varying increases, with Brunfelt stating she can present 5.1, 6, and 7% increases for next year.

C. Boiler Claim

The forensic report has been received on the electric boiler; the cause of the fire was not due to lack of maintenance and was determined to be due to an electrical arc in the furnace, the city has received \$25,000.00 in response to the claim.

D. 2nd St Design Update – Informational meeting will be held on December 8th, 2022 from 5:00-6:30 pm for public attendance.

E. Playground for EveryBody

The Read Foundation has committed to pledge up to \$15,678.00 towards the funding gap for the playground project, with the funds coming from their Read by Candlelight fundraiser.

F. Cirrus Housing Support Informational Summit

Attended with other community leaders addressing shortage of housing opportunities for company growth and development. Administrator Rich will attend additional meetings, and provide informational updates.

4. UNFINISHED BUSINESS

5. NEW BUSINESS

M/S/P: Rohweder/Benson to approve resolution 44-22 as submitted issuing a gambling permit to the Lake Superior Chapter, Muskies Inc to conduct a raffle on March 11th, 2023 at the Proctor Moose.

M/S/P: Ward/DeWall to approve pay estimate 4 for the sand/salt shed as submitted in the amount of \$34,503.82.

M/S/P: Rohweder/Johnson to approve change order 4, asphalt increase in the amount of \$4,375.00

M/S/P: Ward/Johnson to approve change order 5 in the amount of \$8,300.00 to cover inflation, labor, and trucking costs.

M/S/P: Rohweder/DeWall to suspend the regular city council meeting at 6:24 pm and open a closed session pursuant to §13D.06 Subd. 1(b) for economic development data and attorney client privilege.

M/S/P: Johnson/Ward to resume the regular city council meeting at 6:56 pm.

MEMBER CONCERNS

Benson: Extends congratulations to elected councilors and Mayor Ward, extends Thanksgiving wishes to everyone.

DeWall: Congratulation wishes to elected councilors and Mayor Ward, extends a Happy Thanksgiving to all and city staff.

Johnson: None

Rohweder: None

Mayor Ward: Mayor for a Day essay contest deadline December 12th, attended the Men of ACT bingo event, Truth and Taxation meeting reminder for December 5th, 2022. Extends congratulation wishes to those elected and Happy Thanksgiving.

Attorney Bray: Happy Thanksgiving

Administrator Rich: None

BILLS FOR APPROVAL

General: \$109,698.27

Liquor: \$33,463.88

TOTAL BILLS FOR APPROVAL: \$143,162.15

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

M/S/P: DeWall/Ward to adjourn the regular council meeting at 7:02 pm.

Chad Ward
Mayor

Jess Rich
City Administrator