

MINUTES OF THE PROCTOR CITY COUNCIL MEETING FEBRUARY 21, 2023

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: Administrator Rich, Kent Gaidis, Ted Kiefat, Attorney Bray via telephone, Kathy Hannan

M/S/P: Benson/Rohweder to approve the minutes of January 17th, 2023.

M/S/P: Johnson/Ward to approve the agenda for February 21st, 2023.

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

Kathy Hannan 1501 3rd Ave: Presents information regarding the treatment of trees due to spongy moths, along with information on suggested tree plantings for the 2nd St project. Indicating to keep species in mind for future plantings.

M/S/P: Ward/Rohweder to approve the consent agenda for Monday, February 6th, 2023, pulling item 3D for discussion.

Date correction for PEDDA minutes: Tuesday, January 10th.

4. Clerk Advises Council

A. 2022 Sales Tax Recap Report

Finance Director Brunfelt put together a detailed summary showing the current standings and trends of the city's sales tax receipt amounts. Administrator Rich presents an update on the sales tax submission for the Munger Trail spur project and the meeting with Senators Hauschild and Nelson.

B. 2023 Proposed Fee Schedule

The proposed updated fee schedule is included in the meeting packet. Administrator Rich directs any changes or questions directed to city staff. Administrator Rich addresses questions on hourly rates, additional fees, and the UBC building code previously approved for determining project valuations. Councilor DeWall requests additional information pertaining to street department and police officer hourly rates as indicated by employment contracts.

C. 2nd St Update

Final design is finishing up, temporary easement agreements have been mailed/received, 2nd St Committee and Beautification Committees will meet on March 2nd to discuss lighting and tree planting options. The project timeline is presented with construction starting at the beginning of June with the focus on completion of 2nd St in order to meet all LRIP grant requirements.

6. NEW BUSINESS

M/S/P: Johnson/Ward to accept resolution 05-23 as submitted, accepting the donation of plush toys in the amount of \$170.00.

M/S/P: Rohweder/DeWall to accept resolution 06-23 as submitted, issuing a gambling permit to Crush ALS, Inc.

M/S/P: Benson/Rohweder to accept resolution 07-23 as submitted.

M/S/P: Ward/Rohweder to approve the agreement with Baker Tilly for bond services as submitted.

M/S/P: DeWall/Johnson to approve the recommendation to re-bid the garage portion of the sand/salt storage shed project contingent on the approval from the Proctor Utilities Commission to re-bid the project as well.

M/S/P: Rohweder/Ward to approve change order #6 to Veit Contracting as submitted.

M/S/P: DeWall/Johnson to suspend the regular city council meeting at 6:26 pm and open a closed session pursuant to §13D.06 Subd. 1(b) for labor negotiations.

M/S/P: Rohweder/Johnson to resume the regular city council meeting at 7:24 pm.

MEMBER CONCERNS

Benson: Reappointed for a three year term to the LMC insurance trust. Brooke Bordson, a 1999 Proctor graduate has been appointed to serve on committees with the League of MN Cities.

DeWall: None

Rohweder: None

Mayor Ward: Will be absent for both council meetings in March, Hermantown/Proctor/Rice Lake State of the City event will be held at Blackwoods on March 16th, 2023 from noon to 1:00 pm.

Attorney Bray: None

Johnson: Congratulates Councilor Benson on insurance trust member appointing, READ 3 online auction has begun.

BILLS FOR APPROVAL:

\$348,128.85

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

M/S/P: DeWall/Ward to adjourn the regular council meeting at 7:28 pm.

Chad Ward
Mayor

Jess Rich
City Administrator