

MINUTES OF THE PROCTOR CITY COUNCIL MEETING MAY 15, 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,

MEMBERS ABSENT: None

OTHERS PRESENT: Administrator Rich, Attorney Bray via telephone, Administrative Assistant Megan Jordan, Sally Hedtke, Kaylee Hamsmith of Cloquet with her two children, Jim Butcher

M/S/P: Rohweder/Johnson to approve the meeting minutes of May 1st, 2023 noting the following corrections:

- A. Councilor Benson has been appointed to advise members of the liquor control committee as the legislation progresses regarding the legalization of cannabis.
- B. Councilor Benson requests the minutes to reflect complete titles of passed and accepted resolutions.

M/S/P: Benson/Ward to approve the agenda, adding the following items:

6G: Legislative Update

7A: CLOSED MEETING PURSUANT to §13D.06 Subd. 1(b) for Attorney Client Privilege

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

Jim Butcher: 145 Kirkus St

Addresses council to support the conditional use permit issuance for 140 Kirkus St and has no additional objections to the placement of the shipping container.

Kaylee of Cloquet, MN

Addresses council with information regarding an incident that occurred during the summer of 2022, and brings awareness of a typo on towing permits issued for 2023.

M/S/P: Johnson/Rohweder to approve the consent agenda.

4. Clerk Advises Council

A. 2nd St Project Update

A pre-construction meeting has been scheduled for May 30th, 2023. Additional information regarding timelines, official start dates, and additional details will be made via to the public. The city anticipates utilizing social media to keep the public informed as the project progresses.

B. Sand/Salt project Update

The city has been waiting for a local utility to move a fiberoptic line, once this has been completed, the project will be able to progress.

C. Jet Repair Update

Damages have been reported to the insurance company, and the local 148th has been contacted to assist with repairs. A reschedule date for the initial repairs has not been set as windy conditions prevented any further inspections or ability to access the damages using a lift.

D. 2023 Flooding Report

St. Louis County declared a disaster emergency related to flooding conditions. Administrator Rich reports the street department accrued small amounts of overtime, but the city did not have any flood related damages to report.

E. Local Board of Review 5/16/2023 at 10:00 am

Three councilors are needed for quorum requirements on decisions.

F. Orange Places Project Update

Administrator Rich is working in collaboration with Russell Habermann of Essentia health along with the Parks and Recreation Committee with surveys being distributed to residents regarding the blacktop park with responses and feedback being submitted.

5. UNFINISHED BUSINESS

A. City of Proctor Blight Policy

B. Tourism Funding

M/S/P: Rohweder/Ward to approve the recommendations and award marketing grants to Lions Club Hoghead Festival in the amount of \$1500.00 and Halvor Lines Speedway in the amount of \$2250.00 as submitted.

M/S/P: Ward/Johnson to approve the recommendation and award \$3000 to the Dirt Floor Arena for marketing and promotion of Bulls & Barrels Rodeo and new events as submitted.

Sally Hedtke is present to answer questions related to advertising, marketing, and Tourism Committee protocol and processes.

6. NEW BUSINESS

M/S/P: Johnson/Rohweder to approve resolution 17-23: Declaring Bike Night Festival.

M/S/P: Rohweder/Ward to approve resolution 18-23: Declaring June Car Show Festival.

M/S/P: Ward/Rohweder to approve resolution 19-23: Declaring Hoghead Festival.

Administrator Rich states she will discuss parking logistics with Chief Gaidis regarding parking/road closure logistics as they pertain to the new business at 501 3rd Ave for approved festivals.

M/S/P: Benson/Johnson to approve resolution 20-23: Bonding Request

M/S/P: Rohweder/Ward to approve resolution 21-23: Conditional Use Permit – 140 Kirkus St.

M/S/P: Johnson/Ward to approve the wage increases for season employees as submitted.

7A: CLOSED MEETING PURSUANT to §13D.06 Subd. 1(b) for Attorney Client Privilege

M/S/P: Rohweder/DeWall to suspend the regular council meeting at 6:42 pm and open a closed session for attorney client privilege.

M/S/P: Ward/Johnson to resume the regular council meeting at 7:04 pm.

MEMBER CONCERNS

Benson: Attended the National League of Cities Risk Conference for the State of MN & Trustees and reports he sat in on the following sessions: Leading with Resilience, Strategies to Cultivate Champions, PTSD, Homeless & The Changing Legal Landscape, The Art of Influence, Getting Cyber Incident Ready, Employee Speech to Public Comment and Protest: 1st Amendment Impacts on Cities, Effective Communication for Civic Leaders, Descalation Strategies for Law Enforcement which he attended along with a Police Civil Commissioner. Councilor Benson provides the council with additional information regarding conference attendance and benefits, adding an LMC conference will be held in Duluth in June.

DeWall: None

Johnson: None

Rohweder: Memorial Day service to be held at City Hall on Monday, May 29th, 2023 starting at 9:30 am.

Mayor Ward: Extends Mother's Day wishes and highlights Peace Officer Memorial Day along with Police Week, encouraging others to extend gratitude to those in law enforcement services. Commemorates those who have given the ultimate sacrifice while serving. Reminder of Local Board of Review on May 16th, 2023 at 10:00 am.

Attorney Bray: None

Administrator Rich: None

BILLS FOR APPROVAL:

General: \$108,384.19

Liquor: \$26,753.18

TOTAL BILLS FOR APPROVAL: \$135,137.37

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

M/S/P: DeWall/Ward to adjourn the regular council meeting at 7:11 pm