

MINUTES OF THE PROCTOR CITY COUNCIL MEETING AUGUST 7, 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 Rory Johnson, Councilor Benson, Councilor Rohweder

OTHERS PRESENT: Attorney John Bray via telephone, City Administrator Jess Rich, Administrative Assistant Megan Jordan, Chief Gaidis, Sherm Carlson, Phil Larson, Representative Natalie Zeleznikar, Todd Norton

Mayor Ward suspends the regular council meeting and opens the public hearing regarding proposed garbage assessments at 6:03 pm. Council is presented with the address list of pending garbage assessments for 2023.

M/S/P: Ward/Rohweder to certify garbage special assessment for 2023 as submitted.

M/S/P: Johnson/Ward to approve the minutes from Monday, July 17th, 2023 with the following correction: Councilor Benson in attendance for the July 17th council meeting.

M/S/P: Rohweder/Ward to approve the agenda for Monday, August 7, 2023, moving item 6D to a closed session for labor negotiations.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:

Sherm Carlson, REA3D President:

Presents a summary of the pickleball project and its current status. REA3D has spearheaded the concept of bringing a pickleball facility within the City of Proctor. After considering a variety of sites, REA3D would like to develop the wooded area between the newly constructed Playground for EveryBody and Field #2. The initial scope of the project is presented, stating REA3D Foundation would offer matching dollars with the city up to \$50,000. Carlson offers an available grant proposal and application, requesting a decision prior to the first meeting in September.

Mayor Ward requests an agenda item for action to be added at the next meeting in August.

Phil Larson 702 1st Ave:

Addresses the council regarding blighted properties around and within the City of Proctor.

Presents a public complaint referring to the property at 1st Ave/6th St stating numerous blight infringements over the last six years.

Todd Norton 42 6th St:

Complaint regarding constant blight infringement at 1st Ave/6th St.

Representative Zeleznikar presents a summary of the legislative session, committee appointments, and shares her actions and strategies for representing the district at the state legislature for the upcoming year.

M/S/P: Johnson/Benson to approve the consent agenda for Monday, August 7th, 2023, pulling items *1 A and *1B for discussion.

Moving item 6D to a closed session

*1A: Minnesota Housing Notification to local Officials

Councilor Benson has a question for Administrator Rich regarding the housing tax credit.

*1B: 2023 Hoghead Food/Craft Vendors and Neighbor Notification

Administrator Rich clarifies the organizers are aware and ST3 forms are being distributed to vendors.

4. Clerk Advises Council

A. 2nd St Update

Blasting operations have been completed, with additional work around the rock discovered in front of school. At this time, railroad closures have not posed any delays in the schedule and is providing traffic relief for the contractor. City staff has received positive feedback from residents on communication from the contractor.

B. Sand/Salt Garage Project Update

Dirt work complete, utility installation complete, building construction to begin within the next couple of weeks.

C. Minnesota Department of Health Food Shelf Capital Grant

Administrator Rich provides council with information regarding a grant opportunity to improve the food shelf. City staff has attended informational sessions, and would like to submit an application. In summary, the grant does not require any matching dollar amount and assists with improvements to space and operations. Administrator Rich is requesting permission from council to work with one or two architects to obtain proposed space remodeling and move forward with the grant application process. She provides councilors with the small risks and potential costs involved.

M/S/P: Ward/Benson directing Administrator Rich to move forward with soliciting architectural services for food shelf expansion as needed for grant submission.

5. UNFINISHED BUSINESS

A. City of Proctor Blight Policy

The committee has scheduled a meeting on August 21st, 2023 to discuss a blight infringement policy.

6. NEW BUSINESS

M/S/P: Benson/Rohweder to award a tourism marketing grant to the Knotty Carvers in the amount of \$950 for the annual show as submitted.

M/S/P: Ward/DeWall to award a tourism marketing grant to the Twin Port Rosemaling Society in the amount of \$1500 for the Scandinavian Fest as submitted.

M/S/P: Ward/DeWall to recommend the following uses of the 2023 Public Safety Aid for Cities as submitted, including the purchase of equipment for the fire department in the total of \$55,000

and the purchase of a 2023 Tahoe police squad and build out in the total of \$65,000 as submitted. (Roll Call Vote: Johnson: Y Rohweder: N Benson: Y DeWall: N Ward: N) motion fails due to lack of support.

Discussion follows regarding squad purchase history, intended future scheduling of squad purchases, vehicle price increases and availability.

M/S/P: DeWall/Rohweder to approve the purchase of a 2023 Tahoe police squad and build out in the amount of \$65,000 and delay the purchase of fire department equipment until the fall of 2024.

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

M/S/P: Rohweder/Benson to suspend the regular council meeting at 7:13 pm and open a closed session for labor negotiations.

M/S/P: DeWall/Johnson to reconvene the regular council meeting at 7:46 pm.

M/S/P: Rohweder/DeWall to approve the Police Records Manager and Terminal Agency Coordinator job description as submitted.

MEMBER CONCERNS

Benson: In audible

DeWall: Extends gratitude for participation and attendance at National Night Out

Johnson: In audible

Rohweder: None

Mayor Ward: Blight Committee on August 21st, prior to the council meeting

Attorney Bray: Schedule a special meeting in a closed session to discuss attorney client privilege on Friday, August 11th at 10:00 am at City Hall. City Staff will post the meeting notice.

Administrator Rich: None

BILLS FOR APPROVAL:

General: \$2,000,343.18

Liquor: \$17,209.63

TOTAL BILLS FOR APPROVAL: \$2,057,848.69

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

M/S/P: DeWall/Johnson to adjourn the regular council meeting at 7:47 pm.