

MINUTES OF THE PROCTOR CITY COUNCIL MEETING NOVEMBER 6th, 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 Chad Ward, Councilor Troy DeWall, Councilor Rory Johnson, Councilor Jake Benson, Councilor Jim Rohweder

OTHERS PRESENT: Attorney John Bray, Administrative Assistant Megan Jordan, Police Chief Kent Gaidis, Phil Larson

M/S/P: Rohweder/Johnson to approve the minutes from Monday, October 16, 2023 – noting the addition of first names to councilors present.

M/S/P: Ward/Rohweder to approve the agenda for Monday, November 6, 2023.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:

Phil Larson, 702 1st Ave

102 6th St – Addresses the council with additional blight concerns and questions with the enforcement of winter parking. Larson states the sidewalk is impassable, notes the condition of the property has gotten worse and the owner has accumulated additional blight. Mayor Ward and the council acknowledge the additional compilation of blight, noting blight has been added to the agenda under item *1D.

M/S/P: Johnson/Ward to approve the consent agenda for Monday, November 6, 2023, pulling items *1 A and *1D for discussion.

Councilor Benson acknowledges Chief Gaidis and the Proctor Police Department for their work in completing and passing the POST audit review. Mayor Ward also extends congratulations of completion and achievement of passing the audit review.

M/S/P: Rohweder/Benson to accept item *1A, the Board of Peace Officers Standard and Training letter.

Councilor DeWall requests an update on the follow-up of the second citation served to 102 6th St. Chief Gaidis provides an update stating additional and strict blight infringements need to be enforced, along with confirmation of the notice being served. Mayor Ward requests a blight committee meeting to be scheduled. Additional discussion includes winter parking operations, snow plowing and street operations. Councilor Benson suggests adding additional language referring to privacy under state statues. Mayor Ward to request Attorney Bray to provide information pertaining to data privacy under state statute guidelines.

M/S/P: Ward/Benson to accept the report from the Blight Committee as submitted.

4. Clerk Advises Council

A. 2nd St Update

Mayor Ward provides a brief updates under Clerk Advises Council in Administrator Rich's absence. 2nd St paving is complete, with the boulevard and trail still in progress

B. Budget Meeting – November 20th, 2023 at 4:30 pm.

M/S/P: Johnson/Ward to schedule a budget working session on November 20th at 4:30 pm.

C. Playground for EveryBody Grant Extension – no update

5. UNFINISHED BUSINESS

A. City of Proctor Blight Policy

6. NEW BUSINESS

A. Ordinance 01-23 Cannabis Use in Public: Second Reading

M/S/P: Rohweder/Ward to approve the 2nd Reading of Ordinance 02-23 as submitted.

B. Resolution 38-23: Accepting a Donation

M/S: Benson/Ward to accept resolution 38-23 Accepting a Donation for the Proctor Fire Department. Discussion follows noting necessary corrections to the resolution.

M/S: rescinded Benson/Ward

M/S/P: Benson/Ward to accept the resolution with the following corrections: The City of Proctor provides ~~police~~ fire protection services to the residents of Proctor and the Proctor Fire Department has continuous need for personal protection equipment for the safety of its ~~police officers~~ fire fighters.

M/S/P: Benson/Ward to accept Resolution 38-23: Accepting Donations for the Proctor Fire Department with corrections as discussed and noted.

C. Resolution 39-23: LMC Insurance Waiver

M/S/P: Rohweder/Dewall to accept Resolution 39-23: LMC insurance waiver. Noting the City of Proctor does not waive the monetary limits on municipal tort liability established by MN Statutes 466.04.

D. Resolution 40-23: Charitable Gambling Permit

M/S/P: Ward/Johnson to approve the issuance of a charitable gambling permit to St. Rose Church for a bingo event on November 16th, 2023.

E. Police Civil Service Commission Recommendations

M/S/P: Ward/DeWall to approve the recommendation from the Police Civil Service Commission as submitted, naming Jessica Buhs to the Senior Police Records Manager effective immediately with pay and benefits and to evaluate filling the Police Records Technician position after ninety (90) days.

Mayor Ward recommends the third recommendation from the Police Civil Service Commission to be discussed at the joint meeting with Council at 6:00 pm on November 20th, 2023.

M/S/P: Ward/DeWall to schedule a joint City Council meeting with the Police Civil Service Commission on November 20th, 2023 at 6:00 pm.

F. Donation Request – Dolly Parton’s Imagination Library

Mayor Ward requests approving the \$300 sponsorship request, using funds from 10% gambling proceeds received.

M/S/P: Johnson/Benson to approve a \$300.00 sponsorship from the City of Proctor to Dolly Parton’s Imagination library using proceeds from the 10% gambling fund.

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 6:29 pm and open a closed session for attorney client privilege and sale/purchase of land.

M/S/P: Rohweder/Ward to reconvene the regular council meeting at 7:06 pm.

MEMBER CONCERNS

Benson: None

DeWall: None

Johnson: Extends gratitude to Natascha Ellis and her staff for the Veteran's Luncheon held at the PACC today.

Rohweder: None

Mayor Ward: Observance of Veteran's Day on Saturday November 11th, 2023 extends gratitude to all who have served our country, special mention to Councilor Rohweder and Councilor Benson. Reminder to attend the bingo event at St. Rose Church on Thursday, November 16th, 2023, at 6:00, budget working session on Monday, November 20th at 4:30 pm, and asks about trail discussions by the Parks and Rec Committee. Parks and Rec Committee meeting on Wednesday will discuss the 3rd St park project. Mayor Ward requests for signage referring to leashing dogs on trail developments.

Attorney Bray: None

Administrator Rich: None

Chief Gaidis: None

BILLS FOR APPROVAL:

General: \$199,716.58

Liquor: \$56,525.85

TOTAL BILLS FOR APPROVAL: \$256,242.43

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.