

MINUTES OF THE PROCTOR CITY COUNCIL MEETING OCTOBER 21, 2024

Meeting was live streamed 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 Jake Benson, Councilor Rohweder, Councilor Rory Johnson, Administrator Rich, Tyler Yngsdal from SEH,

OTHERS PRESENT: Ted Kiefat, City Attorney Matt Hanka, Administrative Assistant Megan Mazzuco, Chief Gaidis, Sergeant Riebel, Ann Mathieu, Ryan Mathieu, Al Young, Eric Bingaman, and Mark Westermeyer on behalf of the Proctor VFW.

M/S/P: Rohweder/Benson to approve the City Council minutes from Monday, October 7, 2024

M/S/P: Ward/Johnson to approve the public hearing minutes from Tuesday, October 8, 2024.

M/S/P: Rohweder/DeWall to approve the agenda for Monday, October 21, 2024.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT:

Al Young and Mark Wassbauer on behalf of the Proctor VFW, present donations of \$350.00 to the Proctor Police Department and \$350.00 to the Proctor Fire Department. Adding these proceeds are from their fundraising event held on September 11, 2024. Young also announces the VFW will be expanding, and a ribbon cutting ceremony will be held with details to follow.

M/S/P: Rohweder/Johnson to approve the consent agenda for Monday October 21, 2024.

***1. COMMUNICATIONS**

A. 3rd Qtr Finance Report

B. MHP's Housing Opportunity Workshop – October 22, 2024

C. WLSSD – 2025 Budget and Annual Charge

***2. PLANNING & ZONING DEPARTMENT MATTER**

***3. COMMITTEE REPORTS**

A. Cannabis Committee Minutes – October 16, 2024

B. Planning & Zoning Meeting Minutes – July 22, 2024

C. SEH Meeting Minutes – October 10, 2024

D. Hoghead Committee Meeting – September 19, 2024

***4. CLERK ADVISES COUNCIL**

Presented as a memo with attachments in the meeting packet

5. UNFINISHED BUSINESS

A. City of Proctor Blight Policy

B. Legislative Agenda – Officer Recruitment and Training Reimbursement

C. St. Lukes Arena – Parking Improvements/Accommodations

D. Resolution 58-24: Adopting Assessment

M/S/P Benson/Rohweder to approve resolution 58-24 adopting assessment for street improvement as submitted.

6. NEW BUSINESS

A. 840 2nd St – Street Reconstruction Concerns: Consider Homeowner Request

Ryan and Ann Mathieu are present to address their concerns and requests resulting from the 2nd street reconstruction project and the work completed. They are specifically requesting: their decorative lighting repaired that was damaged during construction, their driveway restored to the previous construction state, and the addition of sod or seeding on the 9th avenue side of their lot. After discussion with the council, Tyler from SEH Engineering, and Mayor Ward, the decision was made to repair the decorative lighting. Administrator Rich adds for the homeowners to obtain at least two repair quotes, hire the contractor of their choosing, and submit to the city for payment. Councilor DeWall, Mayor Ward, Ryan Mathieu, Ann Mathieu, and Tyler Yngsdal will meet onsite to further discuss the sod and driveway repairs and reconstruction. Fixing the swale on the 9th Ave side remains on the original punch list of the project, as the city is awaiting a response from the contractor as to when it will be completed.

B. Resolution 59-24: Pumper Truck Lease

M/S/P: Rohweder/Ward to approve resolution 59-24 for the purchase of a pumper truck as submitted.

C. Resolution 60-24: Declaring Surplus Equipment – Dump Truck

M/S/P: Benson/Ward to approve resolution 60-24 declaring the 1985 Ford dump truck as surplus equipment as submitted

7. Closed Session - A portion of the meeting will be closed as permitted by MN State Statute §13D.05, subdivision 3(C) to consider offers relating to the potential sale of parcel: 185-0240-00535.

M/S/P: Rohweder/Benson to suspend the regular council meeting and open a closed session under MN State Statute §13D.05, subdivision 3(c) for potential real estate sale at 6:47 pm.

M/S/P: Rohweder/DeWall to resume the regular scheduled meeting at 7:21 pm.

MEMBER CONCERNS

Rohweder: None

DeWall: None

Benson: Extends gratitude to Administrator Rich for her assistance and guidance with drafting the Cannabis ordinance. Spoke with members of the fair board regarding holding multiple day cannabis events, which may be of interest in hosting. 60th anniversary of the animal control ordinance, assisting with building the area kennel for stray animal assistance.

Johnson: Attended the South Louis County Fair Board meeting, with members extending gratitude to the city for all of their help and assistance throughout the year. Volunteered with winter storage operations, which have filled for the season.

Mayor Ward: Moos Lodge celebrating 110 year anniversary with a pig roast starting at 5:30. Kotty Carvers, recipient of sponsorship donation are holding their Wood Carving show on 10/26/24 from 10:00 am – 3:00 pm. Wishing everyone a safe and Happy Halloween. Daylight savings begins on Sunday, November 3, 2024. Extends gratitude to city staff, engineers, and city council meetings on the successful public hearing held on 10/8/2024 regarding the 2nd St assessment and reconstruction process. Numerous public meetings and engagements added to the overall success of the project.

Administrator Rich:

City Attorney – Matt Hanka: None

TOTAL BILLS FOR APPROVAL:

General: \$77,407.40

Liquor: \$59,663.80

TOTAL BILLS FOR APPROVAL: \$137,071.20

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

M/S/P: DeWall/Ward to adjourn the meeting at 7:20 pm.