

CITY COUNCIL

7:00 P.M.

Monday, April 5, 2021

Present: Mayor Wade LeBlanc
 Shane Hoff
 Richard DeRosier
 Dustin Goutermont
 Ben Bautch – Via ZOOM - Excused at 7:09 p.m.

Lana Fralich, City Administrator
 Tim Costley, City Attorney
 Scott Kochendorfer, Chief of Police – left at 7:55 p.m.
 Nick O'Toole, Police Officer – left at 7:55 p.m.
 Jennifer Veile, Library Director – left at 7:35 p.m.
 Sara Weiner, Gensler – Via ZOOM – left at 7:35 p.m.
 Joe Rhein, Bolten & Menk – Via ZOOM – left at 8:42 p.m.
 Kitty Mayo, North Shore Journal – Via ZOOM

Mayor LeBlanc called the meeting to order at 7:04 p.m.

Agenda – Motion by Goutermont, second DeRosier to approve the agenda with the addition to 6j. Liquor Store Manager Hire, 6k. Part-time Bartender Hires and 6l. Parks and Recreation Equipment. MOTION CARRIED.

Mayor LeBlanc – Aye
 Member Bautch – Aye
 Member Hoff – Aye

Member Goutermont – Aye
 Member DeRosier – Aye

Consent Agenda – Motion by Goutermont, second DeRosier to approve the meeting minutes from the March 15th Regular Council meeting and the January 2021 Treasurer's Report. MOTION CARRIED.

Mayor LeBlanc – Aye
 Member Bautch – Aye
 Member Hoff – Aye

Member Goutermont – Aye
 Member DeRosier – Aye

Petitions, Requests, and Communications

Silver Bowl Rent Update – Logan and Joleen Fisher, owners of LOJO, Inc dba Silver Bowl, notified the City on the status of the bowling alley and reported they plan to keep the bowling alley in operation through the 2022 season. They received a grant to help pay utilities and rent for a year and have paid the rent in full through December 2021. They thanked the City Council for the flexibility and help through the last year.

Letters of Support – Council reviewed letters of support that were provided to Best of the North Shore Tourism Association for a grant they applied to in hopes to obtain funding for event equipment, and to the Gitchi-Gami Bike Trail Association for their legislative bonding request which includes engineering the segment of the trail from Silver Bay to Tettegouche. Motion DeRosier, second Goutermont to support sending the letters on behalf of the city. MOTION CARRIED.

Mayor LeBlanc – Aye
 Member Bautch – Absent
 Member Hoff – Aye

Member Goutermont – Aye
 Member DeRosier – Aye

Public Presentations

City Administrator

Resolution 2021-#18 MN Dept. of Education Grant Application for Library Improvement Project
 – The conceptual planning for the Silver Bay Public Library was reviewed. Veile reported how they used the strategic plan, how collaborations are being created, and how it will help improve the library educational spaces both indoor and outdoor. Weiner, with Gensler, presented the design and cost estimation for the grant. Overall, project costs are \$995,083, with requested funding of 50% from the MN Dept. of Education. If approved, the City intends to seek additional matching funds through other sources such as IRRRB to help lower the City's portion. Motion Goutermont, second Hoff to adopt Resolution 2021-#18 MN Dept. of Education Grant Application for Library Improvement Project as presented. MOTION CARRIED.

Mayor LeBlanc – Aye
 Member Bautch – Absent
 Member Hoff – Aye

Member Goutermont – Aye
 Member DeRosier – Aye

RESOLUTION 2021 - 18 WAS ADOPTED: 4 aye, 0 nay, 1 Absent

Lake County Humane Society Contract – Council reviewed a contract with the Lake County Humane Society to provide animal sheltering services. Chief Kochendorfer discussed the contract, the need for this service, and the changes they are putting in place to handle found animals within the city. The Lake County Humane Society has the ability to keep animals long term and will take care of animals that may need vet work or shots, and assume the liability for what happens to the animal. There was discussion on recouping the costs from pet owners. A reminder was given that all dogs and cats are required to be licensed within the city. Motion DeRosier, second Goutermont to approve entering into contract with the Lake County Humane Society as presented at a one-time \$1,000 contract initiation fee, plus a \$100 fee per time an animal is brought to the shelter, and a City Code addition of an impound fee to cover the costs when an animal is brought to the shelter. MOTION CARRIED.

Mayor LeBlanc – Aye
 Member Bautch – Absent
 Member Hoff – Aye

Member Goutermont – Aye
 Member DeRosier – Aye

PT Police Officer – Chief Kochendorfer is requesting to advertise and hire a part-time Police Officer. Motion Hoff, second DeRosier, to advertise for a part-time Police Officer. MOTION CARRIED.

Mayor LeBlanc – Aye
 Member Bautch – Absent
 Member Hoff – Aye

Member Goutermont – Aye
 Member DeRosier – Aye

Fire Department Hires – The Fire Department recommends hiring Spencer Tiboni and Troy LeBlanc for the vacant volunteer fire department positions. Motion Goutermont, second Hoff to approve the hire

of Tiboni and LeBlanc to the volunteer fire department pending successful completion of physical and background checks.

Mayor LeBlanc – Abstain
Member Bautch – Aye
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

Neighborhood Revitalization Program – Motion DeRosier, second Hoff to advertise for the Neighborhood Revitalization program, which provides a \$500 grant for homeowners and businesses to improve the exterior of their residence to begin accepting applications on May 3, 2021. MOTION CARRIED.

Mayor LeBlanc – Aye
Member Bautch – Absent
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

2021 Exchange Days – Motion by Hoff, second Goutermont to advertise for City Exchange Days to be conducted on May 22, June 12, August 21 and September 18, 2021. MOTION CARRIED.

Mayor LeBlanc – Aye
Member Bautch – Absent
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

Campground Manager/Host Contract – The Parks and Recreation Director recommends awarding the Campground Manager/Host contract to Jasmine Godwin-Dykstra, who was the Host in 2020. Motion by DeRosier, second Goutermont to award the Black Beach Campground Manager/Host to Jasmine Godwin-Dykstra, as an independent contractor staying on-site, paid monthly and not to exceed \$16,560 for the season. MOTION CARRIED.

Mayor LeBlanc – Aye
Member Bautch – Absent
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

Public Rental of City Facilities – Due to the pandemic, the City has not been renting public facilities for use and has limited the Mary Mac Center to business use only. Motion Hoff, second DeRosier to rent space during the pandemic with the attorney creating an addendum for the renters to agree to abide by the governors orders and cleaning requirements. MOTION CARRIED.

Mayor LeBlanc – Aye
Member Bautch – Absent
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

Local 49'ers Memorandum of Understanding – The City has been working under an outdated MOU for seasonal positions. This year, the Campground Aide I – PT, which mirror's the Marina Aide I-PT was added to the agreement. The City received confirmation that it is acceptable to the 49ers. Motion Hoff, second DeRosier to accept the MOU as presented. MOTION CARRIED.

Liquor Store Manager – The personnel committee is recommending promoting Carrie Jo Ernest for the Liquor Store Manager position, with a one year probation period. Starting wage of 80% of the Liquor Store Manager starting wage for the first 6 months, move to 90% after 6 months, and 100% after

successful completion of the probation period. An effective start date will be determined after making reasonable accommodations. Motion DeRosier, second Goutermont to approve the hire of Carrie Jo Ernest for the Liquor Store Manager position as presented. MOTION CARRIED.

Mayor LeBlanc – Aye
Member Bautch – Absent
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

Part-time Bartender – The personnel committee is recommending the hiring of Anna Kochendorfer, Clayton Alborn, and Judy Melton for the Part-time Bartender positions, pending successful completion of a background check, at a rate of \$15.20 per hour which is 80% of the part-time bartender wage, and increase to 90% after 1040 hours worked and full rate after 2080 hours worked. An effective date of hire to be April 6, 2021 pending scheduling needs. Motion Goutermont, second DeRosier to approve the hire of Anna Kochendorfer, Clayton Alborn, and Judy Melton for the Part-time Bartender positions, pending successful completion of a background check, as presented. MOTION CARRIED.

Mayor LeBlanc – Aye
Member Bautch – Absent
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

Parks and Recreation Maintenance Vehicle Purchase – The Parks and Recreation Director is requesting approval to purchase a new maintenance vehicle to be used at the campground and other areas around the city. After further research, the most versatile piece of equipment is a Kubota RTV which is \$3,000 over the \$15,000 budget. There are some budgeted items that we will save money on to help cover the additional costs. Motion Goutermont, second Hoff to approve the purchase of the Kubota RTV as presented. MOTION CARRIED.

Mayor LeBlanc – Aye
Member Bautch – Absent
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

City Attorney

Public Hearing – 17 Drake Circle for Administrative Citations No. 673 & 1396 – Council reviewed a letter issued by the City Attorney to the property owner of 17 Drake Circle regarding an administrative citation issued on June 30, 2019 for violation of sections 550.01, 550.02 and 550.03 of the City Code, and on October 5, 2020 for violation of sections 560.01 and 550.03 of the City Code. The property has not been cleaned up in the time allowed and the fines have not been paid. Costley advised Council that the next step in the process would be to issue an order for abatement as set forth in the letter and authorize law enforcement to retain a local towing company to impound the junk vehicles for sale pursuant to Minn. Stat. Sec. 168B. Proceeds from the sale of the junk vehicles will be deposited and disbursed as provided in Minn. Stat. Sec. 168B.08, Subd. 3. Council reviewed pictures of the property taken before the Council meeting and have determined the yard remains in violation. The owner of the property did not show up to the hearing. Motion DeRosier, second Hoff to issue an order for abatement as set forth in the letter and to authorize law enforcement to retain a local towing company to impound the junk vehicles for sale pursuant to Minn. Stat. Sec. 168B. as presented. MOTION CARRIED.

Mayor LeBlanc – Aye
Member Bautch – Absent
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

Public Hearing concluded at 7:55 p.m.

OLD BUSINESS

NEW BUSINESS

Library Board Appointment – The Library Board is recommending the appointment of Pauline Tischman to serve on the Board as a County resident. Motion Hoff, second Goutermont to appoint Pauline Tischman to serve on the Library Board as a County resident. MOTION CARRIED. Council thanks Ms. Tischman for her service.

Mayor LeBlanc – Aye
Member Bautch – Absent
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

Black Beach Park Improvements – Council reviewed a plan to improve the safety and security of the Black Beach Park. City staff met with representatives of Northshore Mining to discuss the plan and gain input, on a phased approach, with the first phase immediately addressing the security, parking, pedestrian safety, traffic flow, and road improvements. The second phase would be for future and allow for planning to start for additional security, parking, road improvements, and the possibility for primitive camping. There was discussion on the existing lease between Northshore Mining, the City, and the MN DNR and creating a new lease between the City and Northshore Mining for an area identified by Northshore Mining, with the City required to pay for a survey with legal description to be used in the lease, for a wetland delineation prior to any improvements being made, and an engineered site plan for the planned improvements. The City Engineer provided a proposal for this work and advised that the Multi-Modal Trailhead project will require a delineation before work can be constructed and could be done at the same time. There was discussion on the area of East Lakeview Drive likely needing a wetland delineation before the road was improved and that Northshore Mining should be asked if we could conduct it in the area not included in any lease to save costs. Motion Hoff, second Goutermont, to accept the proposal as presented from the City Engineer, Bolton & Menk, to provide surveying and legal description of the new lease area as proposed by Northshore Mining at a cost not to exceed \$4700, and to perform wetland delineations for the existing leased area, the proposed leased area, and for the Multi-Modal Trailhead Center for a cost not to exceed \$11,436 based upon the proposal of \$15,248 less 25%, and to request permission from Northshore Mining to complete the wetland delineation along that segment of East Lakeview Drive that is outside the leased area. MOTION CARRIED.

Mayor LeBlanc – Aye
Member Bautch – Absent
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

Claims – Motion by DeRosier, second Hoff to approve payment of \$59,515.75 in unpaid claims and \$207,117.41 in paid claims. MOTION CARRIED.

Mayor LeBlanc – Aye
Member Bautch – Absent
Member Hoff – Aye

Member Goutermont – Aye
Member DeRosier – Aye

Motion by Hoff, second Goutermont to adjourn at 8:58 p.m.

Minutes taken by Lindsey Klemmer

Attest:



Wade LeBlanc, Mayor



Lana Fralich, City Administrator