

CITY COUNCIL

7:00 P.M.

Monday, May 17, 2021

Present: Mayor Wade LeBlanc
Shane Hoff
Richard DeRosier
Dustin Goutermont
Ben Bautch

Lana Fralich, City Administrator
Tim Costley, City Attorney
David Drown, Economic Development Director – Left the meeting at 7:27 p.m.

Mayor LeBlanc called the meeting to order at 7:01 p.m.

Agenda – Motion by Goutermont, second DeRosier to approve the Agenda with the removal of Summer Hires and the additions of Resolution 2021-#19 and Part-Time Confidential Secretary Hire. MOTION CARRIED.

Consent Agenda – Motion by Goutermont, second Bautch to approve the meeting minutes from the May 3rd Regular Council meeting. MOTION CARRIED.

Petitions, Requests, and Communications

Gary Zinter Request – Zinter submitted an email on behalf of the owners of the Silver Bay AmericInn, requesting to stop collecting the 3% city lodging tax by Memorial Day. There was discussion regarding the Legislator's not in support of the change in the use of the city lodging tax. The City has no obligation to end the lodging tax at this time. Floyd Baker, President of Best of the North Shore, provided an email on reasons for maintaining the funds and how the Best of the North Shore intends to use the funds for promoting and marketing. Councilor Goutermont reported on the Lovin' Lake County status and will bring questions on how funds are expected be accessed for events vs. marketing, who makes the decisions, criteria for approval, and timing of receiving funding once request is made, to their next Board meeting and report back to the Council. Motion by DeRosier, second Bautch to table this until June 7th regular meeting. MOTION CARRIED.

City Administrator

COVID-19 Update – Governor Walz lifted the mask mandate, effective May 14th. The City's Preparedness Plans were reviewed. Motion by Hoff, second Bautch to approve the updated COVID-19 Preparedness Plan through May 27, 2021 and the new COVID-19 Preparedness Plan effective May 28, 2021 as presented. MOTION CARRIED.

MSA Proposal – Golf Course Housing Feasibility Study – Drown reported that MSA was working with a private developer, who is no longer able to develop the concept of potential housing development around the golf course, but shared the information with the City to further the development if interested. The EDA recommends approval of \$25,000 to be used for a feasibility study of a potential housing development around the golf course and continue using MSA as they have done much of the groundwork. Drown reported this can be a considerable revenue benefit for the City as an EDA project.

Motion by DeRosier, second Hoff, to approve using \$25,000 from general fund reserves to have MSA complete a feasibility study as presented. MOTION CARRIED.

ARI Proposal – Business Park Master Plan – A proposal from ARI to create a Business Park Master Plan was reviewed. The EDA recommends approval of the ARI proposal not to exceed \$10,000 to create an overall vision of the Business Park, including quality graphics. Motion by DeRosier, second Bautch to approve the ARI proposal, not to exceed \$10,000, to create a Business Park Master Plan as presented, using General Fund reserves. MOTION CARRIED.

Part Time Special Event Bartenders – Motion by Goutermont, second Hoff to advertise for Part Time Special Event Bartenders as presented. MOTION CARRIED.

Volunteer Firefighter – Motion by Goutermont, second DeRosier to advertise for Volunteer Firefighters as presented. MOTION CARRIED.

Resignation from Shannon Walz – Shannon Walz submitted her resignation from the Part Time Library Clerk Technician position at the Silver Bay Library effective May 21, 2021, but is willing to work when she is available until the position is filled. Motion by Hoff, second Goutermont to accept Walz's resignation with regrets. Council thanks her for her service. MOTION CARRIED.

Part Time Library Clerk Technician – Motion by DeRosier, second Goutermont to advertise for the Part Time Library Clerk Technician position as presented. MOTION CARRIED. Fralich reported the Library plans to hire 2 summer part time Library Aides.

Marina Slip Rental Refund Request – Mark Mathieu – Mark and Chris Mathieu submitted a request to cancel their slip for the 2021 season and receive a refund. The Parks and Recreation Board recommends a reimbursement of \$1,579.50, which is 90% of his payment, for their marina slip rent per the Marina Seasonal Slip Refund Policy. Motion by DeRosier, second Goutermont to reimburse Mark and Christ Mathieu in the amount of \$1,579.50 for their 2021 slip rent. MOTION CARRIED.

Land Use Application Fee Reimbursement – 11 Burk Drive – The Planning and Zoning Board recommends a \$50 refund to Brad Christenson, 11 Burk Drive, for his Land Use Application fee. Upon review of the project by the Zoning Administrator, the requirements of the construction prohibit the owner from making improvements due to cost. Motion by Hoff, second Bautch to approve the refund of \$50 to Brad Christenson as presented. MOTION CARRIED.

Police Vehicle Replacement – One of the police vehicles has been totaled after a deer collision. As part of the normal vehicle replacement schedule, this vehicle was expected to be replaced as part of the 2022 budget. The Chief would like to move forward with replacement prior to 2022 with the purchase of a pursuit rated F-150, due to the versatility it can bring to the department. The F-150 is also less expensive than the Explorer. Based upon the vehicle replacement schedule set aside from the levy, the insurance check of \$13,171.25, the cost of the vehicle plus equipment and graphics, the total cost will be under the set aside vehicle replacement schedule. There was discussion on the impacts the pandemic has had on the timing of obtaining vehicles. Motion by DeRosier, second Goutermont to authorize moving forward with the purchase either the Explorer or F-150, whichever can be delivered in a timely manner, even if the purchase price of the Explorer is more than F-150. MOTION CARRIED.

Resolution 2021-#19 Submit Federal Congressional Directed Spending Projects – Motion by DeRosier, second Hoff to submit an application to the Congressional Directed Spending program

through Senator Klobuchar and Senator Smith's offices, to provide infrastructure expansion for housing in the Business Park, Penn Blvd, Golf Course, and Marks Drive as presented. MOTION CARRIED.

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

Member Goutermont – Aye
 Member DeRosier – Aye

RESOLUTION 2021 - 19 WAS ADOPTED: 5 aye, 0 nay, 0 Absent

Part Time Confidential Secretary Hire – The personnel committee recommends the hiring of Lisa Christenson for the Part Time Confidential Secretary position, at the starting wage of \$18.32, up to 25 hours per week, 6-months' probation, and with a start date of June 1, 2021 upon successful completion of the background check. Motion by Goutermont, second Bautch to approve the hire of Lisa Christenson for the Part Time Confidential Secretary position as presented. MOTION CARRIED.

City Attorney

OLD BUSINESS

NEW BUSINESS

Claims – Motion by Goutermont, second DeRosier to approve payment of \$148,207.66 in unpaid claims and \$48,455.90 in paid claims. MOTION CARRIED.

Motion by Bautch, second DeRosier to adjourn at 7:42 p.m.

Minutes taken by Lindsey Klemmer

Attest:



Wade LeBlanc, Mayor



Lana Fralich, City Administrator