

**CITY COUNCIL**

7:00 P.M.

Tuesday, January 4, 2022

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

Lana Fralich, City Administrator  
Brian Guldán, Bolton & Menk, LLC  
Joe Rhein, City Engineer, Bolton & Menk, LLC – via ZOOM  
Katee Ristuccia, Northshore Journal – via ZOOM  
Mike Miller, Public Utilities Superintendent-arrived 7:20 p.m. left 7:50 p.m.  
Larry Carter, Public Utilities -arrived 7:20 p.m. left 7:50 p.m.  
Gerry Cheney, Bay Area Vineyard Church – left 7:15 p.m.

Mayor LeBlanc called the meeting to order at 7:00 p.m.

**Agenda** – Motion by Goutermont, second Hoff to approve the Agenda as presented. **MOTION CARRIED.**

**Consent Agenda** – Motion by DeRosier, second Goutermont to approve the meeting minutes from the December 20, 2021 Regular Meeting. **MOTION CARRIED.**

**Petitions, Requests, and Communications** – None

**City Administrator** –

**Resolution 2022-#1 Designation of Official Newspaper** - Motion by Goutermont, second DeRosier to adopt Resolution 2022-#1 designating Bayside Printing and Northshore Journal as the Legal Newspaper. **MOTION CARRIED.**

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

Member Goutermont – Aye  
Member DeRosier – Aye

**RESOLUTION 2022 - 01 WAS ADOPTED:** 5 aye, 0 nay, 0 excused

**Resolution 2022-#2 Designation of Official Depositories** - Motion by Goutermont, second Bautch to adopt Resolution 2022-#2, designation of Official Depositories and Signatories on the Park State Bank, Northshore Federal Credit Union, LMC 4M Fund, and the Institutional CD's Inc/ICD Securities, Inc. **MOTION CARRIED.**

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

Member Goutermont – Aye  
Member DeRosier – Aye

**RESOLUTION 2022 - 02 WAS ADOPTED:** 5 aye, 0 nay, 0 excused

**Resolution 2022-#3 Appointment of Acting Mayor** - Motion by Goutermont, second Hoff to nominate Councilor DeRosier as the Acting Mayor and adopt Resolution 2022-#3 – appointing Councilor DeRosier to serve as Acting Mayor. MOTION CARRIED.

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

Member Goutermont – Aye  
Member DeRosier – Aye

RESOLUTION 2022 - 03 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Resolution 2022-#4 Board, Commissions, and Committee Assignments** - The Council reviewed the appointment of the Council members to the City Boards and Commissions. Motion by Bautch, second DeRosier to adopt Resolution 2022-#4, Board/Commission/Committee Assignments. MOTION CARRIED.

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

Member Goutermont – Aye  
Member DeRosier – Aye

RESOLUTION 2022 - 04 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Resolution 2022- #5 City Fees** - The Council reviewed the City fee schedule with adjustment for cemetery costs for normal burials from \$175 to \$375, frozen ground burials increase from \$225 to \$425, and labor rates would decrease to the OT wage rate of \$50/hour to reflect the actual costs incurred by the city. Discussion on changing Dog/Cat Licenses based on expiration of Rabies vaccine, consensus of Council is to discuss an amendment at next Council meeting. Motion by DeRosier, second Bautch to adopt Resolution 2022-#5 establishing City Fees with possible future amendment regarding Dog/Cat Licenses. MOTION CARRIED.

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

Member Goutermont – Aye  
Member DeRosier – Aye

RESOLUTION 2022 - 05 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Resolution 2022- #6 Meals, Lodging, and Mileage Reimbursement** – Motion by Goutermont, second Bautch to adopt Resolution 2022-#6 establishing meal, lodging and mileage reimbursements for 2022. MOTION CARRIED.

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

Member Goutermont – Aye  
Member DeRosier – Aye

RESOLUTION 2022 - 06 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Resolution 2022- #7 City Fines** – Motion by Hoff, second DeRosier to adopt Resolution 2022-#7, establishing a schedule of fines pursuant to Silver Bay City Code, Section 130, Subdivision 3. MOTION CARRIED.

Mayor LeBlanc – Aye  
Member Bautch – Aye

Member Goutermont – Aye  
Member DeRosier – Aye

Member Hoff – Aye

RESOLUTION 2022 - 07 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Bay Area Vineyard Church Lease Renewal** – Gerry Cheney, Bay Area Vineyard Church, is requesting the proposed 2022 lease be revised due to continued low attendance from impacts of COVID. Council discussed services church provides to community and percent of leasable space that should be include in the lease amount. Motion by Hoff, second Goutermont to keep Bay Area Vineyard Church Lease agreement at no increase, staying at the 2021 rate of \$2955/month. MOTION CARRIED.

**Resolution 2022- #8 Bolton & Menk, Inc Engineering Services for Water Treatment Facility Upgrade** – Brian Gulden presented the findings from the preliminary engineering report and a proposal to move forward with the final engineering and design of the water treatment facility improvement project based upon the results of the preliminary review. There was discussion on the findings regarding chlorination contact, separation of chemicals in the building, and the separate main and booster staion. There was further discussion on schedule to submit final engineering plans to the MN Department of Health, aging of the facility, funding options from granting sources, the City's affordability calculation based upon the state formula, future impacts on water rates, and the impacts the mining company has on the operations of the water facility. The Public Utilities Commission is recommending the approval of the final engineering proposal for \$544,000 which includes all necessary testing's. Motion DeRosier, second Bautch to adopt Resolution 2022-#8 Bolton & Menk, Inc for engineering Services to complete the Final Design and Bid Documents, to provide necessary documentation to MN Department of Health to obtain approval of plans, and submit necessary information to obtain funding for the Water Treatment Facility Upgrade plan. MOTION CARRIED.

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

Member Goutermont – Aye  
Member DeRosier – Aye

RESOLUTION 2022 - 08 WAS ADOPTED: 5 aye, 0 nay, 0 excused

City Attorney – None

**OLD BUSINESS** –

**2022 Wage Listing** – Council reviewed an amended 2022 Wages Sheet previously approved with the addition of Sargent position that was not included. Motion by DeRosier, second Bautch to accept updated 2022 Wages. MOTION CARRIED.

**NEW BUSINESS** –

**Fire Department Officers** – The Fire Department voted for the 2022 officers, whom are: Fire Chief – Mike Rowlee, Jr., First Assistant Chief – Faron Meeks, Second Assistant Chief – Eric Berquist, and Captain – Dustin Goutermont. Motion by Hoff, second DeRosier to approve 2022 Fire Department officer appointments. Aye- DeRosier, Bautch, Hoff, LeBlanc. Abstain- Goutermont. MOTION CARRIED.

**Capitol Days – March 8<sup>th</sup>-10<sup>th</sup>** – Council reviewed an email from Janelle Jones regarding Capitol Days at the Capitol. There will be a pre-planning meeting on Wednesday, January 5<sup>th</sup> and any Council member interested is encouraged to help in pre-planning and/or representing the city at Capitol Days. Discussion on the primary focus for 2022 being the Multi-modal Trailhead Center, and preparation of a

memo for representatives to update on things going on in the city, future funding request potentials and legislative issues that are important to the council.

**Claims** – Motion by Hoff second Bautch to approve payment of \$12,012.03 in unpaid claims and \$278,266.69 in paid claims. MOTION CARRIED.

Motion by DeRosier, second Goutermont to adjourn at 7:55 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson

Attest:



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Wade LeBlanc, Mayor

  
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Lana Fralich, City Administrator