

CITY COUNCIL

7:00 P.M.

Monday, May 15, 2023

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

Lana Fralich, City Administrator
Tim Costley, City Attorney
Adam Nix, Bolton & Menk
Kitty Mayo, Lake County Press via ZOOM
Christine Mallory, Northshore Journal via ZOOM
Jamie Cork, via ZOOM
Dave Nobbe
Carolyn Hudyma

Mayor LeBlanc called the meeting to order at 7:43 p.m.

Agenda – Motion by Bautch, second Hoff to approve the Agenda with following changes; remove Boathouse Bay Advertisement for Bids, addition of SB Lounge Liquor Bay Days Permit, Arena Wi-Fi Proposal, Student Sea Exchange Letters, and Council Meeting Time. MOTION CARRIED.

Consent Agenda – Motion by Hoff, second Goutermont to approve the meeting minutes from the May 1, 2023 Regular Meeting and February 2023 Treasurer's Report. MOTION CARRIED.

Petitions, Requests, and Communications –

RAMS Support Letters- Council reviewed support letters written from RAMS to Representative Stauber and the State of Minnesota regarding mining. Motion by Goutermont, second Hoff for Mayor LeBlanc sign on behalf of the City. MOTION CARRIED.

Sea Change Student Letters- Council received letters from sixth grade students at William Kelley School citing their concerns about our community. The biggest concern was lack of garbage cans available in public areas. Motion by Goutermont, second DeRosier to have Mayor LeBlanc compose a letter and possibly hand-deliver to students during class. MOTION CARRIED.

City Administrator –

Resolution 2023-#23 Adoption of Chapter 12, Section 1239, Short Term Rentals, and Amendment of Section 1210.10(Forest Reserve) and Section 1210.13 (Bayview Park)- Council reviewed comments received at the Public Hearing. There was discussion regards to city codes, resolutions, and timing of action. There was a consensus of Council is to set a Special Meeting on Thursday, May 25th at 3:00 p.m. for the purpose of taking action on Resolution 2023-#23 adoption of

Chapter 12, Section 1239, Short Term Rentals, and Amendment of Section 1210.10 (Forest Reserve) and Section 1210.13(Bayview Park). MOTION TABLED.

Resolution 2023-#24 Amendment of City Zoning Map – There were no comments received at the public hearing. There was a consensus of Council to act at the Special Meeting on Thursday, May 25, 2023 at 3:00 p.m. on Resolution 2023-#24 Amendment of City Zoning Map. MOTION TABLED.

Resolution 2023-#25 Adoption of Joint Powers Agreement with Lake County for East Lakeview Drive- Adam Nix, Bolton & Menk provided an update of the plans, an estimated timeline, and Resolutions to be adopted regarding the East Lakeview Drive Project. Motion by DeRosier, second Goutermont to adopt Resolution 2023-#25 Adoption of Joint Powers Agreement with Lake County for the purpose of improving East Lakeview Drive. MOTION CARRIED.

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

Member Goutermont – Aye
Member DeRosier – Aye

RESOLUTION 2023 - 25 WAS ADOPTED: 5 aye, 0 nay, 0 excused

Resolution 2023-#26 Approve the Plans and Specifications and Authorize Advertisement for Bids for East Lakeview Drive- Bolton & Menk is requesting authorization to begin advertising for bids. Adam Nix provided an update on the project schedule once advertising for bids begins. Motion by Bautch, second Hoff to adopt Resolution 2023-#26 Approve the Plans and Specifications and Authorize Advertisement for Bids for East Lakeview Drive. MOTION CARRIED.

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

Member Goutermont – Aye
Member DeRosier – Aye

RESOLUTION 2023 - 26 WAS ADOPTED: 5 aye, 0 nay, 0 excused

Resolution 2023-#27 Request a Variance from Standard State Aid Operation for Project No. SAP-38-600-019, East Lakeview Drive- Adam Nix provided an update on progress for the East Lakeview Drive project; trees have taken down, approvals have been received from the Wildlife Manager and DNR Area Hydrologist. The City needs to request a variance from the State Park Road Accounts Projects Minimum Design Standards to allow the horizontal and vertical curve geometry of East Lakeview Drive to meet the roadway design standards for a 25 mile-per-hour speed in lieu of the required 40 mile-per-hour standard. Motion by Hoff, second Bautch to adopt Resolution 2023-#27 Request Variance from Standard State Aid Operation for Project No. SAP-38-600-019, East Lakeview Drive. MOTION CARRIED.

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

Member Goutermont – Aye
Member DeRosier – Aye

RESOLUTION 2023 - 27 WAS ADOPTED: 5 aye, 0 nay, 0 excused

Resolution 2023-#28 Designating No Parking Zones on Portions of West Lakeview Drive- Motion by DeRosier, second Bautch to adopt Resolution 2023-#28 Designating No Parking Zones on Portions

of West Lakeview Drive establishing the entire length of West Lakeview Drive as a no parking zone, except for designated areas. MOTION CARRIED.

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

Member Goutermont – Aye
Member DeRosier – Aye

RESOLUTION 2023 - 28 WAS ADOPTED: 5 aye, 0 nay, 0 excused

OSHA Safety Grant- The Safety Committee is recommending the submission of an OSHA grant to the MN Department of Labor and Industry for the following safety equipment: a 7' tripod with pully, snatch block, 50' cable and a harness for each employee for the Water Department, a smaller trench box, a lift gate, and manhole cover for the Street Department. The estimated costs for all of the equipment is \$28,100. Pending recommendation of OSHA, the city will submit two grants to maximize the grant amount, but may only be able to submit one for a maximum grant of \$10,000. If only one grant is accepted, the City's portion would be \$18,100. Discussion followed regarding the need for safety equipment, grant break down, recommendations by insurance company and OSHA. Motion by Goutermont, second Bautch to approve applying for OSHA grants to purchase safety equipment. MOTION CARRIED.

CPR/First Aid Training- Safety Committee is recommending providing a two-day CPR/First Aid training. Chris Bellanger from Lake County Search and Rescue will provide the training at \$55 per person. Motion by Hoff, second DeRosier to hold First Aid/CPR classes for city staff at a cost of \$55 per person. MOTION CARRIED.

Competent Person Training- Safety Committee is recommending a Competent Person Training for Street and Water/Wastewater staff. Council reviewed a proposal from Advanced Minnesota to conduct the certified Competent Person/Trenching and Excavating training at cost of \$1200. It is also recommended to reach out to other local groups (Northshore Mining, Lake County, Cook County, City of Two Harbors, Grand Marais, Beaver Bay and Townships) to help share in the cost of training if they have employees that need to take the course. Motion by DeRosier, second Goutermont to approve Competent Person training and extending invite to other groups. MOTION CARRIED.

Summer Hires- Motion by Goutermont, second Bautch to accept the hiring of Nate Bilben, Parks & Rec Aid-Groundskeeping (\$13.00/hr), Theresa Lindgren as Park & Rec Aide (\$13.00/hr), and Katherine Carpenter as Parks & Rec Campground (\$15.00/hr). MOTION CARRIED.

Confidential Secretary Job Description and Wage Adjustment- The Chief of Police is requesting some administration assistance relating to transcriptions, data requests, and miscellaneous administrative duties. Personnel Committee is recommending the current Confidential Secretary to fill this role along with a wage adjustment. Motion by DeRosier, second Goutermont to approve a change to the Confidential Secretary Job Description and provide a wage adjustment for Lisa Christenson to \$22.00/hour beginning May 16th, 2023. MOTION CARRIED.

Surplus Items- The old outdoor rink is being taken down to be replaced with a new rink and the old boards must be disposed of. Motion by Goutermont, second Bautch to declare outdoor rink arena boards as surplus for disposal due to safety hazard. MOTION CARRIED.

Marina Refund- Motion by DeRosier, second Goutermont to approve refund of \$1656 to Roger and Shawn Kraabel per marina refund policy. MOTION CARRIED.

Bay Days Liquor Application-SB Lounge- Motion by Hoff, second Goutermont to submit application to the state for a temporary license at the City Hall location during Bay Days event. MOTION CARRIED.

Arena Wi-Fi Proposal- Council reviewed a proposal from IRN to install new security cameras behind arena and a stronger Wi-Fi system at the arena. Currently staff is having trouble logging in to complete timecards and concession stand transactions. The security cameras will be located at the back of arena area and tied into the Police department. Proposed costs are \$3,243.48 for cameras and \$2,454.15 for Wi-Fi, these costs are not in the 2023 budget. Motion by Goutermont, second DeRosier to accept the proposals from IRN and move forward with upgrading Wi-Fi and installing security cameras. MOTION CARRIED.

City Attorney – Attorney is reviewing City Codes and posed a question relating to Council’s interest in amending the regular meeting time of 7:00 p.m. for the future. There was discussion on time during the winter vs. summer, public participation, and public events. The consensus of the Council is to table discussion until a future date.

OLD BUSINESS – None at this time.

NEW BUSINESS – None at this time.

Claims – Motion by Bautch, second Hoff to approve payment of \$46,619.78 in unpaid claims and \$359,239.18 in paid claims. MOTION CARRIED.

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

Member Goutermont – Aye
Member DeRosier – Aye

Motion by DeRosier, second Bautch to adjourn at 8:45 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson

Attest:

Wade LeBlanc, Mayor

Lana Fralich, City Administrator