

## CITY COUNCIL

7:00 P.M.

Monday, March 4, 2024

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

Excused:

Lana Fralich, City Administrator  
Tim Costley, City Attorney  
Joe Rhein, City Engineer Bolton & Menk – via ZOOM  
Brian Gulden, Bolton & Menk – via ZOOM  
Jason DiPiazza, Lake County Highway Engineer – via Zoom  
Rick Evans, Northshore Journal  
Kitty Mayo, Lake County Press via ZOOM  
Mel Heinrich – left 7:15 p.m.                      Noreen Carlson  
Chuckie Knudson                                      Carolyn Hudyma  
Marcia Oates

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

**Agenda** – Motion by Goutermont, second Hoff to approve the Agenda with removal of Liquor POS and addition of Chief of Police Training. MOTION CARRIED.

**Consent Agenda** – Motion by DeRosier, second Bautch to approve the meeting minutes from the February 20, 2024 Regular Meeting. MOTION CARRIED.

### **Petitions, Requests, and Communications** –

**Public Comments-** Mel Heinrich, Convention of States Project, provided information to Council regarding a national grassroots movement urging each state legislatures to use their powers under Article V of the U.S. Constitution to propose amendments restoring limits on the power of all three branches of the federal government and urged Councilors to research and contact their Legislators to support this movement.

**March 5<sup>th</sup> Presidential Primary Election-** March 5<sup>th</sup> is Presidential Primary Election, 7:00 a.m. – 8:00 p.m. It was noted to vote in this election, every voter must declare a party to receive a ballot.

### **City Administrator** –

**Resolution 2024-#14 Bolton & Menk Professional Services Proposal for Wastewater Treatment Facility SCADA System-** Public Utilities Commission has reviewed the proposal from Bolton & Menk Professional Services for Wastewater Treatment Facility SCADA System and is recommending the full proposal. The current system is outdated, unable to obtain repair parts and service techs to work on the system due to the proprietary nature of system. Brian Gulden, Bolton & Menk presented the proposal for the upgrade of the SCADA and computer system at the Wastewater Treatment Facility at a cost of \$56,050, which would provide the professional services to develop plans and specifications

necessary to obtain proposals from qualified contractors. Discussion regarding local Honeywell service providers at Northshore Mining, contacting Honeywell directly, costs, PLC's system, and timeline. Consensus of Council to table until next meeting and ask Public Utilities director, Mike Miller to provide more information. MOTION TABLED.

**Sourcewell Contract with Jamar for Reunion Hall Ventilation and Condition Improvement Project-** Council reviewed the proposal from Jamar to add five heating/cooling units along with ventilation/circulation to the Reunion Hall. If the proposal is accepted, it will be sent for review to Gordian, who will be the administrator for construction and trade projects on behalf of Sourcewell, then a contract will be provided to the City. The cost of the project is \$114,285 and will be paid with ARPA funds, that are set to expire March 31, 2024, of \$101,491.61 and remaining \$12,793,39 paid by General Funds. Motion by DeRosier, second Goutermont to move forward with project. MOTION CARRIED.

**Lake County 2024 CSAH Project Construction Timeline Review-** Jason DiPiazza, Lake County Highway Engineer provided information regarding concerns relating the CSAH project that was planned to start in 2024. Due to timeline concerns with William Kelley Schools construction schedule, securing the right-of-way on the new proposed road not yet complete, utility plans not complete, and staffing shortages, it is being recommended to move the project to 2025. Discussion regarding completing smaller sections such as Edison Blvd in 2024 and remainder of CSAH project in 2025, timeline, and addition of Davis Drive to project. Motion by DeRosier, second Bautch to move CSAH project to 2025 and Lake County reviewing the potential for a two-part project if construction could begin in 2024. MOTION CARRIED.

**Mike Miller Training Conference-** Motion by Goutermont, second Bautch for Mike Miller to attend the annual Water and Wastewater Conference in St. Cloud March 5<sup>th</sup>-7<sup>th</sup> with the cost of conference of \$275 plus hotel at \$140/night plus taxes and normal meals and mileage. This training is needed for required continuing education credits. MOTION CARRIED.

**Summer Employment Advertisement-** Council reviewed summer employment advertisement. There was discussion regarding raising wages to attract more applicants. Motion by Goutermont, second Bautch to keep wages at current rate and start advertising. MOTION CARRIED.

**Head Part-time Bartender and Confidential Secretary Benefit Amendment-** The Liquor Commission and Personnel Committee are recommending a change to the Head Part-time Bartender and Confidential Secretary positions to mirror the benefits provided to the PT Assistant Librarian. These positions will be 32 hour/week, provided single health, dental, and life insurance (no family coverage), holiday pay at 6.5 hours, vacation based on 32 hours per week, and ESST/Sick leave equal to 6.5 hours/month beginning April 1<sup>st</sup>, 2024 for Confidential Secretary position and hire date for Head Part-time Bartender position. Personnel Committee will discuss the change with the Local 49er's union for the Head Part-time Bartender position as it may require an internal posting prior to publication. Motion by Hoff, second DeRosier to approve the benefit package for both the Head Part-Time Bartender position and the Confidential Secretary Position to be the same as the benefit package provided to the PT Assistant Librarian to be effective April 1, 2024. MOTION CARRIED.

**Liquor Store Head Part-time Job Description Amendment-** Motion by DeRosier, second Bautch to approve amended Head Part-time job description. MOTION CARRIED.

**Liquor Store Head Part-time Bartender Hiring-** The Liquor Commission and Personnel Committee are recommending moving forward with hiring of a Head Part-Time Bartender. Personnel Committee

will work with union prior to advertising for open position. Motion by Hoff, second Bautch to move forward with Head Part-time bartender hiring. MOTION CARRIED.

**Liquor Store Part-time Bartender Hirings-** Motion by DeRosier, second Bautch to hire Katie Logan and Samara Goutermont as part-time bartenders with starting wage of \$16.60/hour which is 80% of the full part-time bartender wage with an effective date determined by Liquor Store Manager. MOTION CARRIED.

**Economic Interest Disclosure Policy Review-** Annual Economic Interest Disclosure Policy was given to Council members to fill out and return.

**Cemetery Flower Regulations-** The Public Works Commission is recommending changing the current cemetery flower regulations regarding artificial flowers being allowed on gravesites from May 15<sup>th</sup>-June 15<sup>th</sup> and then real flowers only from June 15<sup>th</sup>-Sept.15<sup>th</sup> to allowing one container of either artificial or real flowers from May 1<sup>st</sup>- October 1<sup>st</sup>. Motion by Goutermont, second Bautch to approve the change effective immediately. MOTION CARRIED.

**Citywide Exchange Day-** Motion by Goutermont, second Bautch for Citywide Exchange dates of May 18<sup>th</sup>, June 8<sup>th</sup>, August 17<sup>th</sup>, and September 14<sup>th</sup>, 2024. MOTION CARRIED.

**City Brush Clean Up- Full Sun Service-** Council reviewed a proposal from Alex Truax, owner of Full Sun Services to help with city residential cleanup of branches, logs, and shrubs, like the service he provided last year, at no cost to city residents. Residents will have to place eligible items; brush, limbs smaller than 12", no dirt or stumps on the boulevard the day before pickup. Scheduled pickup days are May 28<sup>th</sup> for Adams, Aiken, Arthur, Bell, Burk, Charles, Chase, Carter, Banks to Davis. May 29<sup>th</sup> - Davis, Drake, Dodge, Edison to Horn, Banks to Horn, Evans, Horn to Hays, Gibson, Garden, Field, Green, Floyd, Edwards. May 30<sup>th</sup> - Outer, Kent, Law, Lee, Nelson, Marks, Shaw, Reed, Quincy. Motion by Goutermont, second DeRosier to accept the proposal from Full Sun Services. MOTION CARRIED. Council thanked Alex for giving back to the community.

**Chief of Police Training-** Chief Ernest has received a \$1000 ETI Small Agency Scholarship from the Minnesota Chiefs of Police Foundation to support his attendance at the 2024 Executive Training Institute in Saint Cloud, April 15<sup>th</sup>- April 17<sup>th</sup>. Motion by Bautch, second DeRosier that Chief Ernest attend ETI and accept \$1000 scholarship to pay for tuition and motel costs. MOTION CARRIED.

#### City Attorney –

City Attorney advised Council if they do research relating to the Convention of States that was presented to them during the public comment agenda item, it should be done by properly researching the Constitution and not through YouTube as the presenter recommended.

**State Cannabis Licensing-** The City Attorney is asking Council to begin discussing the laws regarding Cannabis Licensing and provided information regarding license requirements, municipal versus private license, and the need for the city to be prepared.

OLD BUSINESS – None at this time.

NEW BUSINESS – None at this time.

**Claims** – Motion by Hoff, second DeRosier to approve payment of \$64,157.55 in unpaid claims and \$255,894.59 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 8:19 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson

Attest:



Wade LeBlanc, Mayor



Lana Fralich, City Administrator