

CITY COUNCIL

7:00 P.M.

Monday, November 4, 2024

Present: Mayor Wade LeBlanc
 Richard DeRosier
 Dustin Goutermont
 Shane Hoff

Excused: Ben Bautch

Lana Fralich, City Administrator
 Tim Costley, City Attorney
 Cole Ernest, Chief of Police
 Caleb Fischer, SB Police
 Joe Rhein, City Engineer, Bolton & Menk via ZOOM
 Brian Guldán, Bolton & Menk via ZOOM
 Josh Stier, Bolton & Menk
 Kitty Mayo, Lake County Press via ZOOM
 Rick Evans, Northshore Journal
 John Anderson, Sawtooth 16, LLC
 Ray Parker Julie Jensen Gene LaFond
 Erica Jensen Janey Knaffla Carolyn Hudyma
 Wendy Jensen Donny Thompson Tammy Alcaraz
 Debbie Russell Jesse Heller
 Glen & Ruth Miles Vicki Fruetel
 Noreen Carlson Chuckie Knudson

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

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

Consent Agenda – Motion by Goutermont, second DeRosier to approve the meeting minutes from the October 7, 2024 Regular Meeting, October 28, 2024 Special Meeting, and July 2024 Treasurer's Report. **MOTION CARRIED.**

Petitions, Requests, and Communications –

Public Comments-

Tammy Alcaraz expressed concern regarding Council Member DeRosier residing in Silver Bay, Member DeRosier provided proof of his current residence in the City.

Mayor/Council Comments-

Mayor LeBlanc shared the Lake County Press North Shore Women in Leadership featuring City Administrator Fralich.

North Shore Management Plan Update Public Meeting- Mayor LeBlanc shared the North Shore Management Board will be holding a Public Meeting seeking input regarding updating the North Shore Management Plan. The meeting will be held on November 7, 2024, 6:00 p.m. - 7:30 p.m. at

North Shore Area Partners. Tammy Alcaraz asked for clarification regarding numerous NS Management Boards and which one is real. Mayor LeBlanc stated he has been appointed to this board and it is real.

City Attorney Costley reminded those attending that the Council meetings will follow established rules, meetings are not a place to debate with Council, and to act respectfully and responsibly. Those that cannot follow those rules will be escorted out of meeting by law enforcement officers.

RAMS Board of Director Nominations- Council Member Hoff, who serves on the RAMS Board of Directors, board term expires on December 31, 2024. Motion by Goutermont, second DeRosier to nominate Member Hoff to the RAMS Board of Directors to continue serving on this Board. MOTION CARRIED.

ARDC Commission Representative-The ARDC is seeking nominations to serve as the representative for Lake County Communities under 10,000. Motion by Goutermont, second Hoff to nominate Member DeRosier to serve as this representative. MOTION CARRIED.

MN Housing Finance Agency Letter- Silverpointe II- Council reviewed a letter received from MN Housing Finance Agency advising that the application for funding to develop Silverpointe II was not selected. Lake County HRA is exploring alternative funding.

Election Voting- Reminder that poles are open 7:00 a.m. – 8:00 p.m. on November 5th, at the Silver Bay Reunion Hall.

William Kelley School Ribbon Cutting Ceremony- William Kelley Schools have completed the remodel and will hold a ribbon cutting ceremony on November 12th at 4:00 p.m.

City Administrator –

Resolution 2024-##60 DNR Public Water Access Cooperative Agreement. The Parks and Recreation Board is recommending approval of the DNR Public Water Access Cooperative Agreement. Key changes include an increase from the current \$1100 payment with increases over the five year agreement. Motion by DeRosier, second Goutermont to adopt Resolution 2024-##60 DNR Public Water Access Cooperative Agreement. MOTION CARRIED.

Mayor LeBlanc – Aye

Member Bautch – Absent

Member Hoff – Aye

Member Goutermont – Aye

Member DeRosier – Aye

RESOLUTION 2024 – 60 WAS APPROVED: 4 aye, 0 nay, 1 excused

Resolution 2024-##61 Wastewater System SCADA Improvements Automatic System Company.

Brian Guldán of Bolton & Menk provided an updated to the proposals received for professional services on improvements to the SCADA wastewater system. Automatic Systems Company submitted the lowest quote of \$202,361 which includes upgrade to new server, programming and equipment, replacing and moving motor control center. Quotes will be requested for the wiring and installation, which is not included. The Public Utilities Commission is recommending approval. Motion by DeRosier, second Goutermont to adopt Resolution 2024-##61 Wastewater System SCADA Improvements. MOTION CARRIED.

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

Member Goutermont – Aye
Member DeRosier – Aye

RESOLUTION 2024 – 61 WAS APPROVED: 4 aye, 0 nay, 1 excused

Resolution 2024-#62 Water Treatment Facility CMAR RFP Magney Construction. Interviews were conducted on the Water Treatment Facility CMAR RFP. Based on rankings, presentation, and experience the interviewing committee recommends accepting the proposal from Magney Construction for a total cost of \$8,800.00. Motion by DeRosier, second Goutermont to adopt Resolution 2024-#62 Water Treatment Facility CMAR RFP with Magney Construction. **MOTION CARRIED.**

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

Member Goutermont – Aye
Member DeRosier – Aye

RESOLUTION 2024 – 62 WAS APPROVED: 4 aye, 0 nay, 1 excused

Tammy Alcaraz questioned Bolton & Menk representatives who Nate Stadler of Bolton & Menk was. She was cautioned again by City Attorney Costley to refrain from debating with Council and presenters.

East Lakeview Drive Amendment to Change Order #5 and Addition of Change Order #6- Josh Stier, Bolton & Menk presented information relating to the amendment to the previously approved Change Order #5 and the addition of Change Order #6. All work on East Lakeview Drive is complete and under budget. Change Order #5 of \$33,240.00 has been amended to \$21,840.00 with the ditch excavation work begin separated into Change Order #6 at a cost of \$8,301.02. The end result is a lower cost for the City. Motion by Hoff, second Goutermont to recommend to Lake County to accept the amendment to Change Order #5 and approval of Change Order #6. **MOTION CARRIED.** Member DeRosier thanked Bolton & Menk for the daily reports received.

East Lakeview Drive Pay Application #6- Motion by DeRosier, second Goutermont to recommend Lake County submit payment, as Sponsor Agency, Change Order #6 of \$109,047.10 to Ulland Brothers for the East Lakeview Drive improvements. **MOTION CARRIED.**

Multi-Modal Trailhead Center Schematic Design Update- Council reviewed the latest renderings for the Multi-Modal Trailhead Center which incorporate suggestions made by the Gitchi-Gami Bike Trail Association, Superior Hiking Trail, Silver Trail Riders ATV/Snowmobile, Lake County, Superior Byway, city staff, and residents at an initial meeting. Discussion followed regarding trailer capacity for parking, bathroom security on lower level, overnight parking, and winter parking during snow storms. Additional discussion regarding moving the Senior Workshop to new location which freed up space and saved money on the project. Tammy Alcaraz questioned where funds came from, Mayor LeBlanc encouraged anyone with questions or concerns to meet with him or the City Administrator. Renderings will be posted on city website and shared with the various organizations prior to Council final acceptance.

Construction Manager at Risk (CMAR) RFP for the Multi-Modal Trailhead Project- Preliminary engineering estimates are coming in higher than budget, Josh Stier of Bolton & Menk is recommending using a CMAR for the project to stay on costs and removing the risk of funding

expiration, and will follow up on Federal Funding compliance before CMAR is selected. Motion by DeRosier, second Hoff to place advertisement for CMAR RFP for Multi-Modal Trailhead project.

MOTION CARRIED.

Boathouse Bay TIF Withdrawal and Pay Application- Council reviewed TIF withdrawal requests for Boathouse Bay. The first withdrawal of \$186,847.35 relates to the closing withdrawal on the date of closing, the second withdrawal in the amount of \$435,804.99 relates to the reimbursement to the City for expenses incurred to the date plus the first pay application Northland Constructors for the public utility portion of the project. A portion of these draw requestions will be reimbursed from IRRRB. Motion by Hoff, second Goutermont to approve withdrawal requests from First American Title Company, as the administrator of TIF funds. MOTION CARRIED.

Library Free Internet-The Library currently pays a monthly fee to Zito to provide internet, Arrowhead Library System has offered the library free internet through Northeast Service Cooperative (NESC). There will be a one-time equipment costs and wiring needing to be installed. Council reviewed a quote of \$162.33 for equipment and \$825 for wiring. Once installed, Zito will be canceled. The Library Director and Board Chair are recommending the upgrade to save on future internet costs. Motion by Goutermont, second DeRosier to move forward with the costs equipment and wiring for free future internet through the NESC. MOTION CARRIED.

Police Officer Training- Chief Ernest is recommending sending Caleb Fischer to Field Training Officer training December 4th-6th in Edina, MN. The cost of training is \$295, plus cost of hotel for three nights at \$108/night plus taxes/fees, parking, meals and mileage. Motion by Hoff, second DeRosier to approve the training and expenses. MOTION CARRIED.

Full Time Police Officer Hiring- Chief Ernest and the Personnel Committee recommends hiring of Josh Collotzi as a full-time officer. Motion by DeRosier, second Goutermont hiring of Josh Collotzi, pending successful completion of his background, pre-employment physical, and psych-evaluation with starting wage of 80% of full-time wage (\$25.90), increase to 90% at 6 months, and full wage after successful completion of the 1 year probationary period. MOTION CARRIED.

Han Taylor Resignation- Motion by DeRosier, second Hoff to accept resignation of Han Taylor as Liquor Store manager effective October 11, 2024 and thanked him for his service. MOTION CARRIED.

Interim Liquor Store Manager- The Personnel Committee is recommending appointing Tonja Fultz as the Interim Liquor Store Manager. Motion by DeRosier, second Hoff. MOTION CARRIED.

Resolution 2024-#31A Amendment to the Issuance of Park State Bank Credit Cards. Motion by DeRosier, second Hoff to adopt Resolution 2024-#31A Amendment to the Issuance of Park State Bank Credit Cards, removing Han Taylor and replacing with Tonja Fultz as Interim Liquor Store Manager. MOTION CARRIED.

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

Member Goutermont – Aye
Member DeRosier – Aye

RESOLUTION 2024 – 31A WAS APPROVED: 4 aye, 0 nay, 1 excused

PT Bartender Hiring- Motion by Hoff, second Goutermont to rehire Brandi Berquist to same Part-Time Bartender position and wage she previously held with rehire date effective November 5, 2024, giving credit for hours worked. MOTION CARRIED.

Human Resources and Payroll Coordinator Advertisement- Motion by Goutermont, second DeRosier to readvertise for the Human Resources and Payroll Coordinator position. The position had been previously offered but the applicant withdrew their application prior to their start date. MOTION CARRIED.

Water/Wastewater Operator Advertisement- Motion by DeRosier, second Goutermont to readvertise for the vacant Water/Wastewater Operator full-time position as the previous applicant did not fulfill requirements for position. MOTION CARRIED.

Parks & Recreation Storybook Theater- Contract for the 2025 Storybook Theater production of Goldilocks was reviewed. Changes to the contract include a date change to June 22nd-June 28th, 2025. Deposit of \$500 with total fee for residency is \$2750. Motion by Goutermont, second Hoff to approve contract retroactive to October 29, 2024 when signed by Parks & Recreation Director. MOTION CARRIED. It was noted that the City staff will pursue grant funds from Duluth Community Foundation and Lovin Lake County.

Network Server Upgrade- As part of the 2024 budget, Council approved upgrading the server for the administration office. The new server will be installed November 14th-15th. However the cost of labor and the updated software that is required was not included in the original cost. Motion by DeRosier, second Goutermont to approve additional labor and software expense of \$8,653.74. MOTION CARRIED.

City Attorney – Nothing at this time.

OLD BUSINESS – None at this time.

NEW BUSINESS –

PUC Commission Reappointment- Motion by Goutermont, second DeRosier to approve reappointment of Ron Bautch to Public Utilities Commission. MOTION CARRIED. Alcaraz questioned if he was Councilor Bautch's father.

Management of City of Silver Bay Zoning Map- Motion by Goutermont, second DeRosier to approve Lake County to administer and manage the City of Silver Bay's zoning maps on the Lake County Atlas Mapping system and create a link on the Silver Bay website for access to the system. Planning & Zoning Commission is also recommending. MOTION CARRIED.

Claims – Motion by Goutermont, second DeRosier to approve payment of \$782,362.45 in paid claims and \$95,387.00 in unpaid claims. MOTION CARRIED

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

Member Goutermont – Aye
Member DeRosier – Aye

Motion by Goutermont, second Hoff to adjourn at 8:00 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson

Attest:

Wade LeBlanc, Mayor

Lana Fralich, City Administrator