

CITY COUNCIL

7:00 P.M.

Monday, June 2, 2025

Present: Mayor Wade LeBlanc
Richard DeRosier
Shane Hoff
Ben Bautch
Jim FitzGerald

Lana Fralich, City Administrator
Josh Stier, City Engineer
Cole Ernest, Silver Bay Police Chief
Kitty Mayo, Lake County Press via ZOOM
Rick Evans, Northshore Journal
Nelson French, via ZOOM June Talus
Gregg Johnson Vicki Fruetel
Donny Thompson Ray Parker
Alex Burcum

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

Agenda – Motion by DeRosier, second Bautch to approve agenda with addition of Blight to New Business. MOTION CARRIED.

Consent Agenda –

May 19, 2025 Regular Meeting Minutes

Summer Hiring – Council reviewed the updated summer hires positions and wages, including the hiring of Layla Popp as a Library Aide, Malaya Peterson as a Parks and Rec Aid, and Chase Anderson as a Street Aide. Start dates will be determined by Department Heads and wages set at \$16.00/hour. Cody Pridgen has resigned effective 5/27/25.

J&M Display Agreement- 4th of July Fireworks- Review of agreement with J&M Display for 4th of July fireworks display a cost of \$8000.

TIF Draw #7 for Boathouse Bay- TIF Draw #7 for payment of Northland Constructors pay app #6 in the amount of \$159,027.15 plus City reimbursement of engineering in the amount of \$25,891.45. TIF draw will in the amount of \$96,009.81 with remaining amount expected to come from IRRR grants.

Labor Negotiations- Notification has been received from both LELS and Local 49ers stating intent to begin negotiations for labor contracts expiring on December 31, 2025. Mayor LeBlanc, Councilor DeRosier, Administrator Fralich, and HR/Payroll Coordinator Hoffman will be having discussions when scheduling is available.

Closing of City Hall- July 11th- City Hall will be closed on Friday, July 11th to allow for Bay Days set up. Staff will take personal leave time if needed.

Utilities Superintendent, Mike Miller, Retirement Notice- Mike Miller has submitted his retirement as Utilities Superintendent for 33 years, effective October 1st, 2025. Council thanked him for his years of service.

Advertisement for Hiring Utilities Superintendent- Advertisement for the open Utility Superintendent position. Applications are due by June 25th.

Campground Firewood Rates- Due to expired contract, firewood is being purchased at a considerably higher cost, requiring adjustment to sales pricing. It has been recommended by the Parks & Rec Director to charge \$8.50/bundle or \$8.00/bundle for 3 or more purchases.

Motion by Hoff, second FitzGerald to approve the consent agenda items. MOTION CARRIED.

Petitions, Requests, and Communications –

Public Comments- None at this time.

Mayor/Council Communication- Mayor LeBlanc reported that he and City Administrator Fralich met with IRRR in Chisholm regarding the city-wide street project and the city has been awarded \$3 million which was the second half of the \$6 million allocated. The new outdoor rink park area is nearing completion with thank you to Councilor Hoff for spearheading the project and the volunteers who made it happen. Reminder to residents to cover garbage on garbage days, the city code is being updated to allow enforcement of loose garbage. Discussion of putting reminder on utility billings.

City Administrator –

Resolution 2025-#39 Northland Constructors- City Hall Parking Lot- Bids were received for the City Hall Parking Lot reconstruction that includes the area for City Hall, Police, Library, Rescue Squad/Ambulance. The lowest responsible bidder is Northland Constructors of Duluth with a bid of \$477,800 plus \$25,000 contingency for a total bid of \$502,800, lower than engineers estimate. Motion by DeRosier, second Bautch to adopt Resolution 2025-#39 awarding Northland Constructors of Duluth the bid for the reconstruction of the City Hall Parking lot. MOTION CARRIED.

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

Member FitzGerald – Aye
Member DeRosier – Aye

RESOLUTION 2025 – 39 WAS APPROVED: 5 aye, 0 nay, 0 excused

Resolution 2025-#40 Bolton & Menk City Hall Parking Lot – Council reviewed a proposal from Bolton & Menk for construction administration, field staking, construction observation and project closeout professional services relating to the City Hall parking lot reconstruction. Fees would be paid hourly up to \$52,500. Discussion regarding anticipated savings with the CSAH-32 project and Bolton & Menk's and Northland Constructors roles in project. Motion by Bautch, second FitzGerald to adopt Resolution 2025-#40 Bolton & Menk City Hall Parking Lot. MOTION CARRIED.

Mayor LeBlanc – Aye

Member FitzGerald – Aye

Member Bautch – Aye
Member Hoff – Aye

Member DeRosier – Aye

RESOLUTION 2025 – 40 WAS APPROVED: 5 aye, 0 nay, 0 excused

Resolution 2025-#41 CSAH-32 Project Declaring Cost to be Assessed, and Ordering of Preparation of Proposed Assessment- Motion by Bautch, second DeRosier to adopt Resolution 2025-#41 CSAH-32 Project Declaring Cost to be Assessed, and Ordering of Preparation of Proposed Assessment as required by the 429 process. MOTION CARRIED.

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

Member FitzGerald – Aye
Member DeRosier – Aye

RESOLUTION 2025 – 41 WAS APPROVED: 5 aye, 0 nay, 0 excused

Resolution 2025-#42 Hearing on Proposed Assessment for the CSAH-32 Project- Motion by Bautch, second FitzGerald to adopt Resolution 2025-#42 setting a Public Hearing on Proposed Assessment for the CSAH-32 Project for 7:00 p.m. on June 30th, 2025 at the Reunion Hall. MOTION CARRIED.

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

Member FitzGerald – Aye
Member DeRosier – Aye

RESOLUTION 2025 – 42 WAS APPROVED: 5 aye, 0 nay, 0 excused

Multi-Modal Trailhead Center Advertisement for Bid & Set Special Meeting for Multi-Modal Trailhead Center Bid & Contract- Bidding for the project has been delayed until MNDoT final approval on the engineering plans are received. Funding requires project be under contract by June 30th. Motion by DeRosier, second FitzGerald to set Special Meeting at 11:00 a.m., June 30th for the purpose of bid and contract award and begin advertising following approval. MOTION CARRIED.

Set Special Meeting for Final Plat- Boathouse Bay- Motion by FitzGerald, second Bautch to set a Special Meeting for review and action on the Final Plat for Boathouse Bay on Friday, June 6th at 9:00 a.m. MOTION CARRIED.

Set Special City Code Workshop Meeting- Motion by DeRosier, second Bautch to set Special City Code Workshop on Tuesday, June 24th beginning at 9:00 a.m. for the purpose of review and discussion of proposed update to the city codes. MOTION CARRIED.

Set Special Budget Workshop Meetings- Motion by Hoff, second Bautch to set Special Budget Workshop to discuss 2026 Budget on August 18th, September 2nd, and September 15th beginning at 4:00pm, prior to regular City Council meetings. MOTION CARRIED.

Water/Sewer Job Description Amendment & Advertisement- Motion by Bautch, second Hoff to approve the updated water/sewer job description and advertisement. Noted changes are Class “D” license not required to be hired, but complete training and obtain license within 24 months. Also changed CDL to a desired qualification. MOTION CARRIED.

City Attorney – Nothing at this time.

OLD BUSINESS –

Perimeter Ditching Update- The city has received some returned forms but still waiting on a few others. Staff is still waiting on a response regarding funding.

NEW BUSINESS –

Blight- 14 Aiken & 43 Davis- Chief Ernest presented two blight properties to Council. City Attorney has reviewed both properties, neither properties have been cleaned up and Chief Ernest is recommending abating the properties. Discussion regarding citation and abatement procedures and timeline. Councilor Hoff expressed concern regarding the Council deciding on issuing citations.

14 Aiken- Property owner has not received citations previously. Motion by FitzGerald, second DeRosier to issue citation. MOTION CARRIED.

23 Davis- Property owner has been cited previously, has had a fire, has not cleaned up blight, and property is considered to be a health/safety issue. Gregg Johnson lives by the property and expressed concern regarding the blight, recent fire, pallet fencing along property; which was noted property owner had not obtained permit to build, and that homeowner is still hauling items on to driveway and in the backyard. Motion by Bautch, second FitzGerald to issue an abatement. MOTION CARRIED.

Further discussion regarding following process to cite first and then issue abatements if blight is not cleaned up. City Administrator Fralich advised Council that due to lack of staff the City will need to hire for abatement clean up.

Claims – Motion by DeRosier, second Bautch to approve payment of \$267,945.81 in unpaid claims and \$631,255.02 in paid claims. MOTION CARRIED.

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

Member FitzGerald - Aye
Member DeRosier – Aye

Motion by FitzGerald, second Hoff to adjourn at 7:55 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson

Attest:

Wade LeBlanc, Mayor

Lana Fralich, City Administrator