

CITY COUNCIL

7:00 P.M.

Monday, July 7, 2025

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

Lana Fralich, City Administrator
Tim Costley, City Attorney
Cole Ernest, Chief of Police
Brian Guldán, Bolton & Menk via ZOOM left at 7:10 p.m.
Nancy Viola via ZOOM
Curt Anderson
Carolyn Hudyma
Donny Thompson
John Anderson, Sawtooth 16, LLC
Gregg Johnson
Rick Evans, Northshore Journal
Erica Jensen

Edward J. Maki Jr
Karen Rautio
Wendy Jensen
Marcia Oates
Phil Huston
Gene LaFond

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

Agenda – Motion by Hoff, second Bautch to approve agenda with removal of Blight from Old Business, addition of Phoenix Lillis Resignation, Police Department Training, hiring of Liquor Store Manager and Part-time Bartender to Consent Agenda and Neighborhood Revitalization Mini-Grant reimbursement for 51 Garden and 51 Law to Unpaid Claims. **MOTION CARRIED.**

Consent Agenda –

June 16, 2025 Regular Meeting Minutes

June 24, 2025 Special Workshop Minutes

June 30, 2025 Special Meeting Minutes

June 30, 2025 Public Hearing

Treasurer's Report- Amended January 2025

Treasurer's Report- February 2025

Special Event Bartender Hiring- The Personnel Committee is recommending hiring Casey Curtis and Nathan Westerlund as Special Event Bartenders at 80% part-time bartender wage with a start date to be determined by Interim Liquor Store Manager, but plan to work Bay Days weekend.

Utilities Superintendent Hiring- The Personnel Committee is recommending the promotion of Jason Roswold to Utilities Superintendent, filling the vacancy of the upcoming retirement of Mike Miller. Roswold has 17 years' experience working for the City and has the licensures needed to operate the facility. He will start at 90% of the full wage rate, plus the temporary \$4.00/hr. wage adjustment due to short-staffing. Roswold will have 28 days to move back to his current Water/Wastewater Operator position and will have a 6-month probationary period prior to receiving full wage rate. Start date will be 7/8/25, providing him 3 months of training in the Supervisory role.

Police Sergeant Internal Posting- The Personnel Committee is recommending the internal posting for a Sergeant position to allow for back up to the Chief in any emergency or critical incident and will provide additional leadership duties.

Resignation of Chase Anderson, Street Aide- Anderson resigned from the Street Aid position on June 18, 2025.

Clerks Academy Training- Jeff Hoffman- Jeff Hoffman, HR & Payroll Coordinator, will attend League of MN Cities Clerks Academy training in Staples, MN on September 4th and 5th. The cost of training is \$250, 2 night's hotel of \$109-\$119/night plus taxes and fees, and normal mileage and meals per policy.

Police Officer Training- Joshua Collotzi- Joshua Collotzi will attend training for property room management July 9th and 10th in Maple Grove, MN at a cost of \$425. No hotel needed but mileage and meals would be reimbursed per policy.

MN Lottery Renewal- Annual MN lottery renewal with no changes, but a \$20 fee is charged.

Bay Days Licensing Agreement- Only changes noted to the Agreement from last year are the dates and a few activity changes.

DC Testing Approval- Aspiris/Lakeview Hospital is no longer conducting random drug testing for the City. DC Testing LLC, 1419 Tower Ave, Superior WI, who is the same facility the City of Two Harbors is using, will conduct on-site collection services whenever the City is notified by St. Louis MRO that random drug tests are needed. The cost is \$150/dispatch, collection fee of \$25/per collection, and mileage. These tests are not part of the pre-employment testing and alcohol testing will continue to be done by the Silver Bay Police Department.

Firewood for Campground- One proposal was received to provide firewood at the campground. David Goutermont submitted a quote for 2-years, \$4.50/bundle price for remainder of 2025 and \$5.00/bundle for the 2026 campground season. The Parks & Recreation director is recommending approval.

Phoenix Lillis Resignation- Phoenix Lillis submitted her resignation from the Liquor Store, effective immediately.

Liquor Store Manager Hiring- The Personnel Committee is recommending hiring Kat Bullock as Liquor Store Manager at 80% full wage, 90% after 3 months, and full wage after 6-month probation.

Part-time Bartender Hiring- The Personnel Committee is recommending hiring Nick Bjerken, pending successful completion of pre-employment physical and background check, as a Head Part-Time Bartender (32 hour/week position) starting at 80% of the full wage rate, increasing to 90% after 6-months, and full wage after one-year successful completion of probation.

Police Officer Training- Micaiah Schubert & Marcus Small- Chief Ernest is requesting Officers Micaiah Schubert and Marcus Small attend the Criminal Patrol Course in Grand Rapids, MN August 12-13th. There is no cost for training but lodging will be 2 rooms, 2 nights at \$150/night plus taxes/fees each.

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

Petitions, Requests, and Communications –

Public Comments-

Curt Anderson asked for clarification regarding an address listed on the Bay Days License Agreement.

John Anderson, Sawtooth 16, LLC expressed his thanks and appreciation to the Council and City staff for all they have done and continue to do for the Boathouse Bay project.

Mayor/Council Communication- Mayor LeBlanc thanked all the volunteers who make the City look beautiful; Dorothy Gale, Jim Duresky, & Larry Fralich, who have planted flowers in front of City Hall, the students and volunteers who planted flowers along Outer Drive, Edward Maki who picks up garbage on his daily walks, and all other volunteers who help make Silver Bay better.

City Administrator –

Resolution 2025-#48 Amendment to Bolton & Menk Contract for Water Treatment Facility & Booster Station- Council reviewed an amendment request from Bolton & Menk regarding additional services for engineering relating to the Water Treatment Facility Upgrade and Booster Station project. Brian Guldán, Bolton & Menk, provided information regarding the recent inspection that was conducted by the MN Department of Health and the deficiencies that had been previously grandfathered in now requiring correction. The cost for the additional services is \$27,750. The PUC is recommending the approval of the additional services in order to address the deficiencies not already being addressed as part of the Water Treatment and Booster Station project. Motion by DeRosier, second Bautch to adopt Resolution 2025-#48 Amendment to Bolton & Menk Contract for Water Treatment Facility at a cost of \$27,750. MOTION CARRIED.

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

Member FitzGerald – Aye
Member DeRosier – Aye

RESOLUTION 2025 – 48 WAS APPROVED: 5 aye, 0 nay, 0 excused

Resolution 2025-#49 Authorizing Award of Contract to Steve VanHouse Construction for Annual Sidewalk Repairs- One bid has been received for the repairs to sections of sidewalks throughout the city primarily related to water break repairs. Steve VanHouse Construction has submitted a bid of \$67,752.98. Discussion regarding replacement of dirt near driveways and who determines areas to be repaired. Motion by Hoff, second DeRosier to adopt Resolution 2025-#49 Authorizing Award of Contract to Steve VanHouse Construction for Annual Sidewalk Repairs at a cost of \$67,752.98. MOTION CARRIED.

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

Member FitzGerald – Aye
Member DeRosier – Aye

RESOLUTION 2025 – 49 WAS APPROVED: 5 aye, 0 nay, 0 excused

Golf Course Boiler Replacement- The Golf Course Superintendent is recommending replacement of two boilers located at the Golf Course. One has failed and the other one is showing signs of failing. The boilers have not been replaced in over 25 years. Bids were received to replace both boilers with high efficiency boilers, with Do-Right Plumbing being low bid of \$20,400. Although this was not a budgeted expense, the fund will be transferred from the 412 Fund for Capital Improvements. The Golf Course Superintendent is also requesting approval to purchase and replace broken air conditioners, at cost of \$2000, which the Golf Course Club will pay for. Discussion regarding other items paid for by the Golf Course Club in the past, amount of volunteer hours from members, and noted they plan to install new siding to improve the facility this year. Motion by Hoff, second Bautch to approve Do-Right Plumbing's bid of \$20,400 for replacement of two boilers and Golf Course purchase/installation of air conditioner. MOTION CARRIED.

Set Closed Meeting for Labor Negotiations- Motion by Bautch, second FitzGerald to set Closed Meeting for Labor Negotiations on Tuesday, July 15th, 1:00 p.m. MOTION CARRIED.

Board of Peace Officer Standards Training Audit Compliance- The Silver Bay Police Department has received a letter from the MN P.O.S.T. Board stating the recent audit of the police department passed. Congratulations to the Chief and patrol officers for their work to ensure they are meeting legislatively mandated training and department policies.

City Attorney – Nothing at this time.

OLD BUSINESS – None at this time.

NEW BUSINESS – None at this time.

Claims – Motion by FitzGerald, second DeRosier to approve payment of \$153,638.69 in unpaid claims, with addition of \$500 Neighborhood Revitalization Mini Grant Reimbursements to 51 Garden and 51 Law and \$692,535.13 in paid claims. MOTION CARRIED.

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

Member FitzGerald - Aye
Member DeRosier – Aye

Motion by Bautch, second Hoff to adjourn at 7:20 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson

Attest:

Wade LeBlanc, Mayor

Lana Fralich, City Administrator