

# **CITY COUNCIL ANNUAL**

6:00 P.M.

Monday, January 5, 2026

Present: Mayor Wade LeBlanc  
Richard DeRosier  
Shane Hoff  
Ben Bautch  
James Fitzgerald

Lana Fralich, City Administrator  
Josh Stier, City Engineer, Bolton & Menk via ZOOM  
Shannon Walz, Silver Bay Library- left at 6:15  
Kitty Mayo, Lake County Press via ZOOM Northshore Journal via ZOOM  
Gordy Anderson, Lake Co. Veterans Association- left at 6:10  
Keith A. Larson, Lake Co. Veterans Association- left at 6:10  
Nathan Stadler, Lake Co. Sheriff Michelle Stadler  
Jake Stadler Mary Planten-Krell  
Albertjan Planten Vanafton Carolyn Hudyma  
Lisa DeRosier

Mayor LeBlanc called the meeting to order at 6:00 p.m.

**Agenda** – Motion by Hoff, second Bautch to approve the Agenda as presented. MOTION CARRIED.

## **Consent Agenda –**

# December 15, 2025 Regular Meeting Minutes

**Surplus Items- Plow Truck & 4-Wheeler-** 1999 Sterling Caterpillar Plow Truck has been declared surplus and will be placed for bid. Minimum bid price is \$15,000. A 2005 Polaris 800 4-wheeler has been declared surplus and will be placed for bid with a minimum bid of \$500.

**PSHRA Membership- Jeff Hoffman-** Annual Public Sector Human Resources Association membership for Jeff Hoffman at a cost of \$175/annually.

**Public Library Association Conference-Shannon Walz-** Shannon Walz will be attending the Public Library Association conference April 1-3<sup>rd</sup> in Minneapolis. The cost will be reimbursed by the Arrowhead Library Association with no hotel expense. Meals and mileage will be reimbursed by the city.

**Jim Rich Commercial Bldg. Official Contract-** Jim Rich 2026 Commercial Building Official contract with a slight increase to \$300/month plus \$60/hour for work outside the retainer.

## **2025 City Audit- The city audit is scheduled for the week of February 23, 2026**

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

## Public Presentations-

**Lake County Veterans Memorial Association-** Gordy Anderson and Keith Larson presented information regarding a Lake County Veterans Memorial planned in Two Harbors for Lake County Veterans. Construction is planned to begin in 2026, Lake County has committed to providing matching funds up to \$250,000 to help cover costs. Discussion regarding city funding, letters of support and assistance in grant writing. Albertjan Planten Vanafton suggested North Shore Mining be contacted about potentially making the stones out taconite. Council expressed their full support and asked for updates as the project moves forward.

**Shannon Watz- Library Strategic Plan-** Shannon Walz presented the Strategic Plan for the Library as recommended by the Library Board. Key priorities 2026-2029 were reviewed, technology and AI impacts, plans for securing funding for programs, community outreach and use of library. The Library is now open Saturdays during the school year. Motion by DeRosier, second Bautch to adopt the Strategic Plan for the Library. MOTION CARRIED.

## Petitions, Requests, and Communications –

**Public Comments-** None at this time.

**Mayor/Council Communication-** None at this time.

**Mayors Letter to the State of MN-** Council reviewed a letter to be sent to the State from Mayors around Minnesota regarding the loss of billions of dollars and impact it has on cities. Mayor LeBlanc received numerous calls regarding why he has not signed the letter. Mayor LeBlanc explained the letter was received after the last council meeting and waited to obtain approval to sign from the Council. Motion by Hoff, second DeRosier to approve Wade LeBlanc, Mayor, to sign the letter. MOTION CARRIED.

**2026 Legislative Session Priorities-** The State Chamber event to network and discuss upcoming 2026 legislative priorities will be held on Tuesday, February 17<sup>th</sup> at the St. Paul River Center from 4:00 p.m.-8:30 p.m. at a cost of \$500/person. The Lake County Chamber has reserved a table for 10 and rooms at the Intercontinental Hotel. In addition, **Capital Days** is scheduled for March 17<sup>th</sup>-19<sup>th</sup> to meet with Local and State Legislators and to lobby for priority projects of the city. Discussion regarding the importance of attending Capital Days and the projects submitted for bonding. Motion by FitzGerald, second Bautch to send up to two council members to each of the Legislative Session Priorities and Capital Days events. MOTION CARRIED.

## City Administrator –

**Resolution 2026-#1 Designation of Official Newspaper** - Motion by Hoff, second Bautch to adopt Resolution 2026-#1 designating Bayside Printing and Northshore Journal as the Legal Newspaper. MOTION CARRIED.

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

Member FitzGerald – Aye  
Member DeRosier – Aye

RESOLUTION 2026 - 01 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Resolution 2026-#2 Designation of Official Depositories** - Motion by DeRosier, second FitzGerald to adopt Resolution 2026-#2, designation of Official Depositories and Signatories on the Park State Bank, IntraFI-ICS, and DCARS through Park State Bank, Northshore Federal Credit Union, LMC 4M Fund, National Bank of Commerce, and the Institutional CD's Inc/ICD Securities, Inc. MOTION CARRIED.

|                     |                         |
|---------------------|-------------------------|
| Mayor LeBlanc – Aye | Member FitzGerald - Aye |
| Member Bautch – Aye | Member DeRosier – Aye   |
| Member Hoff – Aye   |                         |

RESOLUTION 2026 - 02 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Resolution 2026-#3 Appointment of Acting Mayor** - Motion by Bautch, second Hoff to nominate Councilor DeRosier as the Acting Mayor and adopt Resolution 2026-#3 – appointing Councilor DeRosier to serve as Acting Mayor. MOTION CARRIED.

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| Mayor LeBlanc – Aye | Member FitzGerald - Aye |
| Member Bautch – Aye | Member DeRosier – Aye   |
| Member Hoff – Aye   |                         |

RESOLUTION 2026 - 03 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Resolution 2026-#4 Board, Commissions, and Committee Assignments** - The Council reviewed the appointment of the Council members to the City Boards and Commissions with no changes. Motion by DeRosier, second Hoff to adopt Resolution 2026-#4, Board/Commission/Committee Assignments. MOTION CARRIED.

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|---------------------|-------------------------|
| Mayor LeBlanc – Aye | Member FitzGerald - Aye |
| Member Bautch – Aye | Member DeRosier – Aye   |
| Member Hoff – Aye   |                         |

RESOLUTION 2026 - 04 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Resolution 2026- #5 City Fees** - The Council reviewed the City fee schedule with the following changes made:

Removal of dog or cat license fees- animals must be registered, at no fee, with the city. Citations would be issued for non-registered animals. Dangerous or potentially dangerous dogs will still have a fee when registering with the city.

Animal Holding Care fee increased from \$5.00/day to \$20.00/day.

Cemetery Lot License- increases from \$300/lot to \$350/ lot for residents and adding a new fee of \$450/lot for non-residents.

Labor Rate increases from \$55/hour to \$75/hour for grave openings or closings, police officer at dances, Street Department trenching, lawn mowing, and labor rates, and Water/ Sewer equipment labor rates.

Driveway approach permits- increases from \$10/permit to \$15/permit.

Library Services- color copies increase to \$1.00/page, black & white to \$.50/page, and adding a multipurpose room rental for 0-2 hours of \$25.

Notary Services- new fee of \$10 for non-residents and free for residents.

Planning & Zoning fees- window, fences, and shed application fee of \$50/application. Home Use Occupation renewal fees increase from \$30 to \$35/application every three years, adding \$100 demolition application and fee.

Right of Way permit fee increase from \$50/application to \$250/application

Water & Sewer Connection fees adjusted due to higher cost of parts- Non-metered Residential from \$385 to \$550 per water connection and from \$985 to \$1150 per sewer connection. Metered customers (commercial) water connections increase \$550/per connection for water and \$1150/per connection for sewer.

Discussion regarding PUC review of fees. Motion by DeRosier, second FitzGerald to adopt Resolution 2026-#5 establishing City Fees pending review by PUC Board support. MOTION CARRIED.

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

Member FitzGerald - Aye  
Member DeRosier – Aye

RESOLUTION 2026 - 05 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Resolution 2026- #6 Meals, Lodging, and Mileage Reimbursement** – Motion by Bautch, second DeRosier to adopt Resolution 2026-#6 establishing meal, lodging and mileage reimbursements for 2026 which coincides with the US General Services Administration Per Diem Rates. MOTION CARRIED.

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

Member FitzGerald - Aye  
Member DeRosier – Aye

RESOLUTION 2026 - 06 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Resolution 2026- #7 City Fines** – Motion by DeRosier, second FitzGerald to adopt Resolution 2026-#7, establishing a schedule of fines pursuant to Silver Bay City Code, Section 130, Subdivision 3 with change of adding “registered” under animal violations. It was noted the City Attorney will be reviewing the fine schedule to coordinate with the new city code updates and will be brought forth to the next City Council meeting. MOTION CARRIED.

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

Member FitzGerald - Aye  
Member DeRosier – Aye

RESOLUTION 2026 - 07 WAS ADOPTED: 5 aye, 0 nay, 0 excused

**Resolution 2026- #8 – MPCA Stormwater Resiliency Grant**- The city has been awarded \$324,915 as part of the Stormwater Resiliency grant through the MN Pollution Control Agency. Funds will be used to replace the stormwater culvert on Adams Blvd as part of Phase 1 Road and Utility Reconstruction project. Motion by Hoff, second Bautch to adopt Resolution 2026-#8 MPCA Stormwater Resiliency Grant. MOTION CARRIED.

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

Member FitzGerald - Aye  
Member DeRosier – Aye

RESOLUTION 2026 - 08 WAS ADOPTED: 5 aye, 0 nay, 0 excused

City Attorney – Nothing at this time.

OLD BUSINESS – None at this time.

NEW BUSINESS – None at this time.

Claims – Motion by Bautch, second FitzGerald to approve payment of \$58,870.10 in unpaid claims and \$1,167,932.81 in paid claims. MOTION CARRIED.

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

Member FitzGerald - Aye  
Member DeRosier – Aye

Motion by DeRosier, second Bautch to adjourn at 6:41 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson

Attest:

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Wade LeBlanc, Mayor

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Lana Fralich, City Administrator